



WEEKLY REPORT TO THE CITY COUNCIL

October 31, 2024

Members of the City Council
City of Tacoma, Washington

Dear Mayor and Council Members:

ITEMS OF INTEREST

1. Deputy Mayor Hines provides the attached **Council Action Memorandum** requesting a Resolution for a Council Contingency fund expenditure of **\$20,000 to support an Urban Wood Reuse Program Assessment and Action Strategy**.
2. City Manager's Office Management Fellow Anna Le provides the attached **Council Action Memorandum** for a **Resolution appointing individuals to the Mayor's Youth Commission of Tacoma**.
3. Recently, the **Metropolitan City of Rome and the European Alliance for Apprenticeships held an International Apprenticeship Webinar** titled "[The Role of Cities in Fostering Apprenticeships: Best Practices Between the European Union and the United States](#)." During this event, **the City of Tacoma's Local Employment and Apprenticeship Training Program (LEAP) was highlighted by Deborah Trevorrow**, and Tacoma Water's Registered Apprenticeship Program was presented by **Shantel Broussard**. **Mayor Victoria Woodards and Chief Policy Analyst Bucoda Warren represented Tacoma**, alongside the Deputy Mayor of Rome and the Vice President of the European Union. The webinar saw participation from representatives of Croatia, Italy, Belgium, France, Norway, and Sweden. This webinar was the first in a hopeful series of webinars that allow US and European cities to share ideas and examples to learn from each other and improve programming and may include future engagement opportunities.
4. Public Works Director Ramiro Chavez provides the attached **Public Works Engineering Capital Projects memorandum**. **This document provides additional information regarding funding, costs, and schedules for active capital projects within Public Works** and also includes schedule changes, new projects, and deletion of projects that have been completed.
5. Finance Department Assistant Finance Director Susan Calderon provides the attached **Transportation Benefit District – State Auditor's Office Entrance Conference packet for 2022 and 2023**.

6. The Office of Management and Budget, Budget Officer Katie Johnston provides the attached memorandum with **responses to questions received from the Mayor and Council Members related to the October 15, 2024 Proposed 2025-2026 Biennial Operating Budget presentations from Economic and Development, Planning and Development Services and the Neighborhood and Community Services Departments.**
7. City Manager's Office Constituent Relations Analyst Karyssa Mathison provides the attached **Constituent Intake Website weekly data report.**
8. City-funded Temporary and Emergency Shelter Performance: **The City posts weekly information about its Temporary and Emergency Shelter locations including current census, number of available beds, and exits to housing.** Updates are reported weekly, and this information can be found at:
https://cityoftacoma.org/UserFiles/Servers/Server_6/File/NCS/weeklydataupdate.pdf
9. Encampment Outreach: The City's Homeless Engagement and Alternatives Liaison (HEAL) Team (formerly the Homeless Outreach Team) performs encampment outreach throughout the week to provide individuals opportunities to connect to shelter, behavioral health, substance use and employment services. **For the week of October 21 - 25, 2024, staff visited 22 locations. This resulted in 82 contacts by the HEAL Team (34 new, and 48 repeat). Ten individuals were placed in shelter.**
10. Please see the attached City of Tacoma **Weekly Meeting Schedule.**
11. Tacoma Police Chief Avery Moore provides the attached **Weekly Crime Report.**

STUDY SESSION / WORK SESSION

12. **The City Council Study Session of Tuesday, November 5, 2024, will be conducted as a hybrid meeting.** This meeting can be attended in-person at the Tacoma Municipal Building, Council Chambers, located at 747 Market Street on the 1st floor or be heard by dialing (253) 215 – 8782 or through Zoom at: www.zoom.us/j/89496171192 and entering the meeting ID 894 9617 1192; passcode 89659 when prompted. This meeting will be broadcast on TV Tacoma and Facebook.

Discussion items will include: (1) **Streets Initiative II**; (2) **Tacoma Municipal Code Title 1 - Proposed Adjustments to Collection of Debts, Settlement of Claims and Filing of Claims**; (3) **Other Items of Interest: Council Consideration Requests - An Ordinance to Amend Title 1 of the Municipal Code to include a Climate and Sustainability Commission & Establish a Business Safety and Resilience Program**; (4) **Committee Reports**; (5) **Agenda Review and City Manager's Weekly Report**; (6) **Executive Session – Pending and Potential Litigation.**

On our first agenda item, staff from Public Works will provide an information **briefing on the next Streets Initiative funding package, timeline, and scope of work.**

On our second agenda item, **the City Attorney's Office in collaboration with the Finance Department are recommending amendments made to the Tacoma Municipal Code Title 1 to update and consolidate code provisions related to collection of debts owed to the City, settlement of claims, and filing of claims.** This presentation and discussion will provide an overview of the proposed changes and discuss with Council the proposed adjustments to settlement authority reserved to the City Manager, Tacoma Public Utilities Director, City Attorney, and Finance Director. **Reserved settlement authority is capped at \$30,000, and the proposed amendments would increase this amount.**

Under other items of interest, the following items will be discussed:

- Council Consideration Request: **An Ordinance to Amend Title 1 of the Municipal Code to include a Climate and Sustainability Commission.** [Council Member Walker]
- Council Consideration Request: **Establish a Business Safety and Resilience Program.** [Council Member Daniels]

13. The updated **Tentative City Council Forecast and Consolidated Standing Committee Calendar** are attached for your information.

MARK YOUR CALENDARS

14. You are invited to the below event:

- T-Town City Services Expo & Job Fair: **Friday, November 1, 2024, 10:00 a.m. – 1:00 p.m., and Saturday, November 2, 2024, 10:00 a.m. – 3:00 p.m., Tacoma Dome, 2727 East D Street, Tacoma, WA 98421.** Join us and Tacoma Venues & Events for the T-Town City Services Expo & Job Fair, this event is a free family-friendly community event in partnership with Tacoma Public Utilities and Korsmo Construction. For more details, please click the below link.
<https://www.tacomadome.org/events/detail/t-town-2024>

Sincerely,
Hyun Kim



Deputy City Manager

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TO: Elizabeth Pauli, City Manager
FROM: Deputy Mayor John Hines, Council Member Kristina Walker, and Christina Caan, Policy Analyst, City Manager's Office
COPY: City Council and City Clerk
SUBJECT: Resolution – Council contingency fund request to support an urban wood reuse program assessment and action strategy
DATE: October 30, 2024

SUMMARY AND PURPOSE

A resolution authorizing a Council contingency fund expenditure of \$20,000 to support an urban wood reuse program assessment and action strategy.

COUNCIL SPONSORS

Deputy Mayor John Hines, Council Member Sarah Rumbaugh, and Council Member Kristina Walker

Council Contingency Fund Request: We ask for your support for a Council contingency fund expenditure of \$20,000 to support the development of an urban wood reuse program assessment and action strategy. This work would help enable the City of Tacoma's Urban Forestry Team to set up the first formal urban wood reuse program within the city. The City would contract the work with Cambium Carbon, a unique and innovative company that evaluates and assists in the creation of local regenerative wood supply chains. With assistance from Cambium Carbon, the City would be able to design a program that diverts wood from the landfill for its highest and best use, as well as integrating wood reuse into a holistic urban forestry management strategy.

In early 2023, the City began a small pilot program that enabled the diversion of waste from hazardous trees within historically underserved communities by coordinating a partnership between the City's on-call tree work contractor and a hyper-local mill. This program has shown a great deal of promise, but expansion requires a more robust understanding of the wood waste stream and biomass processing solutions. With a better understanding of how to expand this work, Tacoma would be well-positioned to navigate tree removal in a way that helps ensure removed trees are kept out of our waste stream.

The specific objectives of the study are designed to evaluate the wood waste stream, engage with key stakeholders, develop an ecosystem map, provide a complete economic and market analysis of biomass processing solutions, and submit a proposed collective action strategy. This work will take an estimated 18 weeks from the official start date to be completed and Environmental Services staff have confirmed capacity to manage the contract.

- The City's Solid Waste Management Division intends to match the Council contingency fund with an additional \$20,000 to cover the full cost of the work, as it aligns with their goals for waste reduction.

This work would help advance key components of the City's Climate Action Plan, Urban Forest Management Plan, and Green Economic Development Strategy.



- The Climate Action Plan notes the need to develop and enhance Tacoma’s local circular economy and foster the reuse of materials.¹ Establishing a wood reuse program is also in alignment with Climate Action Plan goals to reduce carbon emissions and increase deconstruction and salvage efforts.
- The Urban Forest Management Plan, adopted by the City Council in 2019, includes several targets and actions related to urban wood reuse, such as: establishing protocols for tree debris management, wood utilization, and wood waste diversion for routine tree maintenance, removals, and storm response, as well as reusing wood waste from high-risk tree removals as biomass, woodworking, firewood, and other uses.²
- Tacoma’s Green Economic Development Strategy calls for increasing efforts to create new jobs and tap new markets for work that has environmental benefits.³ The development of an urban wood reuse program assessment and action strategy would help contribute to laying the groundwork for action that helps to advance this strategy.

COMMUNITY ENGAGEMENT/ CUSTOMER RESEARCH

During the two-year public engagement process (2017 through 2019) to develop the City’s Urban Forest Management Plan, community members shared a robust concern for trees and climate related goals. While their primary concerns were supporting mature tree protection, there was a recognition that trees, like all living things, one day reach the end of their productive life. When trees need to be removed for public safety or to allow for construction, the community called for the City to put trees to their highest and best use, to continue to hold their embodied carbon and remove downed trees from the wood stream. Deputy Mayor Hines and Council Member Walker have also been in contact with local wood companies regarding their desire to expand programs that support the reuse of wood.

2025 STRATEGIC PRIORITIES

Equity and Accessibility: This study will be vital for creating the design and partnerships that are needed to launch a wood waste reuse program, which will contribute to improving Tacoma’s circular economy, decreasing the wood waste stream, and addressing carbon emissions reductions. In addition, such a program would help expand business opportunities across the city, potentially creating new sources of revenue and jobs for the local economy.

Economy/Workforce: *Equity Index Score:* Moderate Opportunity

Increase the number of infrastructure projects and improvements that support existing and new business developments.

Livability: *Equity Index Score:* Moderate Opportunity

How does your policy, program, or service help or harm the health of the natural environment?² (e.g. reduction in carbon emissions, open space conditions, sustainability, clean air, water and soil, and noise and light pollution).

¹ [Tacoma Climate Action Plan Sections.pdf \(cityoftacoma.org\)](#)

² [City of Tacoma - File #: RES40492 Urban Forest Management Plan \(legistar.com\)](#)

³ [From Climate Emergency to Shared Prosperity: Tacoma’s Green Economic Development Strategy \(cityoftacoma.org\)](#)



ALTERNATIVES

Alternative	Positive Impacts	Negative Impacts
Provide less funding	Preserve some additional contingency funds for other Council priorities.	The City would not be able to assess and design an effective urban wood reuse program.
Provide more funding	Cambium Carbon could provide additional services to help launch a citywide urban wood reuse program.	The Council would not have additional funds for other Council priorities.

EVALUATION AND FOLLOW UP

The Infrastructure, Planning, and Sustainability Committee will receive an update on the findings of this study and next steps on how implementation will move forward when it is completed.

SPONSOR RECOMMENDATION

Sponsors recommend providing \$20,000 to support an urban wood reuse program assessment and action strategy.

FISCAL IMPACT

Fund Number & Name	COST OBJECT (CC/WBS/ORDER)	Cost Element	Total Amount
1. 1030 – Council Contingency Fund	660000		\$20,000
TOTAL			\$20,000

What Funding is being used to support the expense?

Council Contingency Funds

Are the expenditures and revenues planned and budgeted in this biennium’s current budget?

The Council Contingency Fund provides an established amount of funding each year for unbudgeted Council sponsored initiatives.

Are there financial costs or other impacts of not implementing the legislation?

NO

Will the legislation have an ongoing/recurring fiscal impact?

NO

Will the legislation change the City’s FTE/personnel counts?

NO

ATTACHMENTS:

None

Contingency Commitments

2024	\$	225,000.00
(Remaining balance that will be carried over in March / April 2024)	\$	19,450.00

Resolution 41354

Council Requested - Raising Girls Sponsorship	\$	10,000.00
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A Council Contingency Fund expenditure of \$10,000 to sponsor 500 Raising Girls winter care bags with personal hygiene and menstrual products, as well as warm winter items, for low-income Tacoma students.

Resolution 41372

Council Requested - Moroccan Sister City Committee Cultural and Economic Exchange	\$	5,000.00
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A Council Contingency Fund expenditure of \$5,000 request to sponsor the Moroccan Sister City Committee Cultural and Economic Exchange.

Resolution 41373

Council Requested - Metro Park's Mosaic Arts and Culture Festival	\$	5,500.00
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A Council Contingency Fund expenditure of \$5,500 to sponsor Metro Park's Mosaic Arts and Cultural Festival.

Resolution 41378

Council Requested - Advocates for Immigrants in Detention Northwest	\$	10,000.00
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Council Contingency Fund expenditure of \$10,000 to Advocates for Immigrants in Detention Northwest (AIDNW) for their Phone Call Fund to support access to phone services for detainees in the Northwest Ice Processing Center

Resolution 41386

Council Requested - Tacoma Refugee Choir's First Annual Symposium Sponsorship	\$	10,000.00
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A Council contingency fund expenditure of \$10,000 to sponsor the Tacoma Refugee Choir's first annual symposium, "From Welcoming to Cooperation."

Resolution 41442

Council Requested - Facilitation of Pierce County Climate Conversation Meetings	\$	20,000.00
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Resolution authorizing \$20,000 in Council Contingency Funds to support the Pierce County Climate Conversation

Resolution 41449

Council Requested - Broadway Street Broken Window Repairs	\$	25,000.00
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A \$25,000 Council Contingency Request for matching funds to support broken window replacement for businesses affected along Broadway

Resolution 41448

Council Requested - Youth Sponsorship to Fuzhou, China	\$	12,500.00
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A Council Contingency fund expenditure of \$12,500 to support youth attendance at the Fuzhou Youth Week Convening in late June

Resolution 41471

Council Requested - South End Neighborhood Council (SENCo) Block Party & Resource Fair	\$	10,000.00
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A resolution authorizing the \$10,000 in Council Contingency Funds to support the South End Neighborhood Council's 2024 Block Party & Resource Fair for the purpose of sharing information about public resources offered by the City of Tacoma and other organizations, and to build community connections and increase participation in SENCo meetings and activities.

Resolution 41526

Council Requested - Historic Cushman Street Fair Support	\$	5,000.00
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A Resolution for support for a Council contingency fund expenditure of \$4,000 to support the Historic Cushman Street Fair

Resolution 41539

Council Requested - Pride-themed Decorative Crosswalk	\$	35,000.00
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A Resolution for a Council Contingency fund expenditure of \$35,000 for a Pride-themed decorative crosswalk on Broadway in downtown Tacoma.

Resolution 41533

Council Requested - Alchemy Skateboarding Expansion and Youth Access Fund	\$	10,000.00
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A Resolution for a Council Contingency fund expenditure of \$10,000 to sponsor the Alchemy skateboarding expansion project and youth access fund.

Resolution 41534

Council Requested - Historic McKinley District Halloween Parade	\$	5,000.00
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A Resolution for a Council Contingency fund expenditure of \$5,000 to sponsor the Historic McKinley District Halloween Parade .

To Council November 5 2024

Council Requested - Urban Reuse Program Assessment and Action Strategy	\$	20,000.00
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A Resolution for a Council Contingency fund expenditure of \$20,000 to support an urban wood reuse program assessment and action strategy.

Starting Balance	\$	244,450.00
Total Amount Allocated	\$	183,000.00
Current Balance	\$	61,450.00



CITY COUNCIL ACTION MEMORANDUM

TO: Elizabeth A. Pauli, City Manager
FROM: Anna Le, Mayor's Youth Commission of Tacoma City Liaison,
City Manager's Office
COPY: City Council and City Clerk
SUBJECT: Resolution – Appointing individuals to the Mayor's Youth Commission of Tacoma
– Requested for November 5, 2024
DATE: October 24, 2024

SUMMARY AND PURPOSE:

A resolution appointing and reassigning the following individuals to the Mayor's Youth Commission of Tacoma Leadership Team to fill unexpired terms, to expire June 30, 2025.

- Reassigning Norah Gawryczik from the Justice & Safety Committee Vice Chair position to the Justice & Safety Committee Chair position;
- Appointing Deron Carston to the Justice & Safety Committee Vice Chair position;
- Appointing Caleb Rotchstein to the Social Health Committee Chair position;
- Appointing Aeris Clark to the Social Health Vice Committee Chair position; and
- Appointing Jayce Hartman to the Education, Arts, & Culture Committee Vice Chair position.

COUNCIL SPONSORS:

Mayor Victoria Woodards

BACKGROUND:

In 2019, Resolution 40502 established the formal structure of the Mayor's Youth Commission of Tacoma and appointed the inaugural leadership team. Each year since then, the Mayor's Youth Commission elects a 10-member Leadership Team from the general membership to serve a one-year term: a Chair and Vice-Chair of the entire Commission, as well as a Chair and Vice-Chair of each of the four committees. The Leadership Team is confirmed by the City Council. The Leadership Team meets twice each month and hosts a General Assembly meeting once per month.

The Mayor's Youth Commission convened on June 15, 2024, to elect a new Leadership Team to represent all members of the Commission. Council confirmed the seven appointments Commission members elected during their July 2, 2024 meeting.

One Leadership Team member resigned after being appointed, bringing the total number of Leadership Team vacancies to four. The Commission held their first General Assembly meeting of the year on October 12, 2024 and held elections to fill Leadership Team vacancies.

At this time, four individuals are being recommended to the City Council for confirmation.

COMMUNITY ENGAGEMENT/CUSTOMER RESEARCH:

Recruitment for Commissioners was led by the sitting Leadership Team members, with support from the City Commission Liaison, Deputy Mayor Hines, and Mayor Woodards.

The Leadership Team organized a citywide recruitment and attendance campaign where they created SMART goals, identified priority areas to target, established outreach methods, delegated responsibilities, and set interim deadlines to hold themselves and each other accountable for following through.



The City’s Commission Liaison, Deputy Mayor Hines, and Mayor Woodards conducted classroom visits at multiple Tacoma public high schools, including Mount Tahoma, Foss, Lincoln, and the School of the Arts. These class visits reached thousands of students and gathered contact information from students who expressed interest in the Mayor’s Youth Commission. Leadership Team members used this contact information to execute an attendance campaign in the days leading up to the first General Assembly meeting.

2025 STRATEGIC PRIORITIES:

Education: *Equity Index Score:* High Opportunity

Increase the number of quality after-school-learning opportunities distributed equitably across the city.

Engagement: *Equity Index Score:* Moderate Opportunity

Increase the number of residents who participate in civic volunteering and voting. To that end, elected officials, boards, commissions, and volunteer leadership will reflect more of the diversity of the Tacoma community.

Youth engagement will increase the percentage of residents who believe they can have a positive impact in their communities, and develop trust in the public institutions of Tacoma.

Explain how your legislation will affect the selected indicator(s).

The Mayor’s Youth Commission provides opportunities for out-of-school time enrichment, and engagement with City and community leaders. The Community Based Commission engages middle and high school students in a reciprocal opportunity for young people to participate in local government, impacting many of the Civic Engagement indicators.

ALTERNATIVES:

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. Do not appoint new members.	All positions on the Mayor’s Youth Commission Leadership Team will be filled.	Four out of ten Leadership Team seats will remain vacant until the current Commission term ends on June 30, 2025.

FISCAL IMPACT:

This resolution fills vacancies on an existing City Commission. There is no fiscal impact.

EVALUATION AND FOLLOW UP:

Each year, the outgoing Leadership Team submits an Annual Report to the City Council that highlights what they have accomplished and outlines their ongoing goals/projects to be continued by the next Leadership Team. This serves as an opportunity for the Council to evaluate their work and engage in discussions with the Commission on continued actions.

STAFF/SPONSOR RECOMMENDATION:

Staff recommends the appointment of the four individuals elected by the Mayor’s Youth Commission General Assembly body to the Mayor’s Youth Commission Leadership Team for the remainder of the 2024-25 service year.



City of Tacoma

Memorandum

TO: Elizabeth A. Pauli, City Manager
Hyun Kim, Deputy City Manager
FROM: Ramiro A. Chavez, P.E. PgMP, Public Works Director/City Engineer
CC: Jack Niehuser, P.E., Public Works Engineering Division Manager
SUBJECT: Public Works Engineering Capital Projects
DATE: October 29, 2024

DS
RALCP

The Public Works Department is pleased to provide the attached update to our capital projects planning document. The purpose of this document is to provide additional information regarding funding, costs, and schedules for active capital projects within Public Works. Updates include changes to project schedules and funding, the addition of new projects, and deletion of projects that are complete. The document lists projects in categories according to work phase with projects in design listed first, followed by projects in advertisement, construction, and closeout. The update also includes Public Works support services for Tacoma Rail projects, Neighborhood and Community Services projects, Community and Economic Development projects, and others.

This project list is a result of the residents of Tacoma approving the Street Initiatives (Proposition No. 3 and Transportation Benefit District Proposition A) in November 2015 to fund additional maintenance and improvements to transportation infrastructure. The project funding sources include Propositions A and No. 3, other City funds, grants, gas tax, and City utility funds. Several of the projects are currently funded for design only with construction funding sources to be determined.

Please note this is a planning document that is subject to change as new funding becomes available and as progress is made on capital projects, whether it be in design and/or construction. Questions regarding this document can be addressed by Jack Niehuser, Public Works Engineering Division Manager, at 253-591-5538 or JNiehuser@cityoftacoma.org.

Attachment: Capital Projects Planning Document, October 2024

Public Works Engineering Capital Projects Funding, Cost and Schedule

CAPITAL PROJECTS	PROJECT MANAGER	NOTES	TOTAL FUNDING	TOTAL PROJECTED COST	FUNDING SOURCES	CURRENT PHASE	TENTATIVE SCHEDULE	2024			2025									2026												
								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
Projects in Planning																																
1	Curb Ramp Fee In Lieu	Charla Kinlow	Tracking and assisting small development projects by completing a portion of the offsite curb ramp improvements.	\$1,000,000	\$1,000,000	General Fund - \$500,000 REET - \$500,000	Planning	4/23 4/25	PL	PL	PL	PL	PL	PL	PL	PL																
2	Locomotive Electrification	Chris Storey	Funding not available until January 2025.	\$8,645,000	\$5,000,000	Tacoma Rail - \$5,000,000 CMAQ - \$3,645,000	Planning	12/24	PL	PL	PL																					
3	Cavanaugh Building	Clara Dubow	Waiting to schedule the kickoff/scoping meeting.				Planning	10/24 1/25	PL	PL	PL	PL																				
4	Tacoma Mall Neighborhood Loop Road	PM TBD	Awaiting the award of funds to the City of Tacoma.	\$380,000	\$380,000	WSDOT Grant - \$284,000 Fund 1085 - \$96,000	Planning	10/24 1/25	PL	PL	PL	PL																				
5	6th Avenue & Tacoma Avenue Pavement Preservation	PM TBD	Awaiting the award of funds to the City of Tacoma.	\$1,149,032	\$1,149,032	Fund 1085 - \$399,032 WSDOT Grant - \$750,000	Planning	10/24 1/25	PL	PL	PL	PL																				
6	S 11th Street and S Sprague Avenue Signalized Intersection Improvements	Veronica Munyao	Awaiting the award of funds from City Council.	\$1,200,000	\$1,200,000	WSDOT Grant - \$1,200,000	Planning	10/24 1/25	PL	PL	PL	PL																				
Projects in Design																																
1	Portland Avenue Freight and Access Improvements	Basel Kitmitto	90% completed with Design. Added more time to working through the NEPA process which is anticipated to take 9 to 12 months. Applied for a grant for \$4.9 million.	\$692,337	\$692,337	REET - \$250,000 PSRC Fed - \$376,967 Fund 1085 - \$65,370	Design	1/21 12/24	D	D	D																					

Public Works Engineering Capital Projects Funding, Cost and Schedule

CAPITAL PROJECTS	PROJECT MANAGER	NOTES	TOTAL FUNDING	TOTAL PROJECTED COST	FUNDING SOURCES	CURRENT PHASE	TENTATIVE SCHEDULE	2024			2025												2026														
								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep						
2 Streets Initiative #18 (S 19th Street)	Basel Kitmitto	Construction in 2025. Revisions are needed for additional right-of-way (ROW) acquisition and design changes for the project, which will necessitate adjustments to the advertisement phase.	\$3,000,000	\$3,000,000	Fund 1085 - \$3,000,000	Design	Planning 7/21 2/25 Design DBDesign 3/23 5/24 ROW AdAward 3/25 6/25 Construction 7/25 2/26 DBConst CloseOut 3/26 4/26 Other	D	D	D	D	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO							
3 Tac Spur Stadium SB & NB Ramps	Basel Kitmitto	Construction requires dry weather. Construction on hold until 2025. Added additional time to secure WSDOT General Permit and complete up front documentation with WSDOT.	\$5,473,500	\$5,473,500	BRAC - \$5,433,500 Fund 1085 - \$40,000	Design	Planning 10/21 5/22 Design 6/22 10/24 DBDesign ROW AdAward 1/25 4/25 Construction 6/25 9/25 DBConst CloseOut 10/25 12/25 Other	D				Ad	Ad	Ad	Ad	CN	CN	CN	CN	CO	CO	CO															
4 Schuster Parkway Trail	Basel Kitmitto	Selected KPG as the consultant currently in the process of setting up the contract. Added additional time to match the design timeline from the consultant.	\$19,000,000	\$49,000,000	Misc. - \$15,000,000 Connecting WA - \$4,000,000	Design	Planning 11/21 10/22 Design 1/23 12/26 DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D
5 I-5 Crossing Improvements	Basel Kitmitto	Reconnecting Communities and Neighborhoods Grant Program \$1.3 million.	\$2,025,000	\$2,025,000	REET - \$400,000 General Fund - \$200,000 Fund 1060 MVFT - \$125,000 Misc. - \$1,300,000	Design	Planning 4/23 8/24 Design 9/24 9/25 DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D	D	D	D	D	D	D	D	D	D	D																
6 Streets Initiative #27 (Roosevelt)	Charla Kinlow	Roosevelt Elementary. This project construction will be delayed to 2025. The project's design phase extended to accommodate the additional time needed. TIB Grant was submitted in August, and we will be notified in November 2024 if the project is awarded.	\$3,095,382	\$2,695,382	- \$400,000 Fund 1085 - \$2,545,382 Misc. - \$150,000	Design	Planning 7/23 12/24 Design DBDesign ROW AdAward 1/25 3/25 Construction 4/25 9/25 DBConst CloseOut 10/25 12/25 Other	D	D	D	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CO	CO	CO															
7 Puyallup Avenue: S C St to City limits	Charla Kinlow	Design only funded. Received \$9M in Move Ahead WA funding. Designing to 60%. Design phase of the project will be extended by one year to align with the schedule of the consultant.	\$27,900,000	\$27,900,000	Misc. - \$9,000,000 PSRC Fed - \$13,900,000 - Fund 1085 - \$2,500,000 FHWA (STP) - \$2,162,500 Fund 1085 - \$337,500	Design	Planning 1/21 5/21 Design 3/22 12/25 DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D

Public Works Engineering Capital Projects Funding, Cost and Schedule

CAPITAL PROJECTS	PROJECT MANAGER	NOTES	TOTAL FUNDING	TOTAL PROJECTED COST	FUNDING SOURCES	CURRENT PHASE	TENTATIVE SCHEDULE	2024			2025									2026												
								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	
8	38th and Cedar Street Crossing	Charla Kinlow	Curb ramps, APS and marked crosswalks. This project is currently in the design phase.	\$1,345,819	\$1,345,819	REET - \$400,000 PSRC Fed - \$945,819	Design	Planning 1/23 12/24 Design DBDesign ROW 7/24 7/25 AdAward 8/25 11/25 Construction 12/25 7/26 DBConst CloseOut 8/26 9/26 Other	D	D	D	RW	RW	RW	RW	RW	RW	RW	RW	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CO	CO
9	Tacoma Tideflats-Port of Tacoma Strategic Emergency Response/ITS Improvements	Charla Kinlow	Selected Consur Engineering. Working on the planning phase based off previous studies.	\$1,250,000	\$1,250,000	NHFP - \$1,000,000 Fund 1085 - \$250,000	Design	Planning 6/23 6/25 Design DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D	D	D	D	D	D	D														
10	S 11th St & Earnest S Brazill: Protected Bike Lane Couplet	Charla Kinlow	In the process of obligating the PE funds	\$1,956,331	\$1,956,131	PSRC Fed - \$1,425,356 Fund 1085 - \$388,420 PSRC Fed - \$142,555	Design	Planning 1/24 9/24 Design 10/24 10/25 DBDesign ROW AdAward 3/26 5/26 Construction 6/26 12/26 DBConst CloseOut Other	D	D	D	D	D	D	D	D	D	D	D	D	D	D			Ad	Ad	Ad	CN	CN	CN	CN	
11	Portland Avenue Vision Zero Improvements: East 27th Street to East 56th Street	Charla Kinlow	In the process of obligating the PE funds	\$2,490,000	\$2,490,000	PSRC Fed - \$2,119,250 Fund 1085 - \$370,750	Design	Planning 1/24 9/24 Design 10/24 10/25 DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D									
12	2023 National Highway System-South 11th Street	Charla Kinlow	In the process of obligating the PE funds.	\$3,163,000	\$3,163,000	NHFP - \$3,163,000	Design	Planning 1/24 10/24 Design 11/24 7/25 DBDesign ROW 5/25 7/25 AdAward 8/25 11/25 Construction 12/25 5/26 DBConst CloseOut Other	PL	D	D	D	D	D	D	D	D	D	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN			
13	East 64th Phase 3 (Portland to City limits)	Chris Storey	Designing Phase 3.	\$200,000	\$200,000	Fund 1085 - \$200,000	Design	Planning 12/23 10/25 Design DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D	D	D	D	D	D	D	D	D	D	D										
14	Fishing Wars Memorial Bridge B - E	Chris Storey	The City selected Lochner was the lead consultant for the design phase. Currently in the negotiation phase with the consultant.	\$9,500,000	\$280,000,000	REET - \$500,000 BRAC - \$9,000,000	Design	Planning 1/23 3/24 Design 4/24 12/25 DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D							
15	Water Ditch Trail Phase IIIB	Chris Storey	Still designing to 100%. Moved out the project to match the grant extension request. Working on obligating CN fund with WSDOT.	\$5,999,859	\$5,999,859	FHWA (STP) - \$3,316,860 Fund 1085 - \$616,919 Metro Parks - \$132,000 REET - \$1,000,000 FHWA (STP) - \$934,080	Design	Planning 9/23 10/24 Design DBDesign ROW AdAward 11/24 2/25 Construction 1/25 12/25 DBConst CloseOut 1/26 2/26 Other	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO				

Public Works Engineering Capital Projects Funding, Cost and Schedule

CAPITAL PROJECTS	PROJECT MANAGER	NOTES	TOTAL FUNDING	TOTAL PROJECTED COST	FUNDING SOURCES	CURRENT PHASE	TENTATIVE SCHEDULE	2024			2025									2026																																			
								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep																								
16 Streets Initiative #28 (Between Foss & Middle Waterway)	Clara Dubow	This project has been delayed to 2025 construction. Designing to 60%.	\$2,339,335	\$2,339,335	Fund 1085 - \$2,339,335	Design	Planning 11/23 7/25 Design DBDesign ROW AdAward 9/24 12/24 Construction 10/24 5/25 DBConst CloseOut 6/25 7/25 Other				D	D	D	D	D	D	D	D	D	D	D																																		
17 34th Street Bridge Deck Repair and Seismic Retrofit	Clara Dubow	ROW not expected. Exceltech is the consultant. Construction is anticipated to start 2025. Designing to 30%.	\$8,220,000	\$8,220,000	BRAC - \$7,220,000 Fund 1085 - \$1,000,000	Design	Planning 5/23 12/24 Design DBDesign ROW AdAward 1/25 4/25 Construction 5/25 5/26 DBConst CloseOut 6/26 8/26 Other				D	D	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO	CO													
18 East Lincoln Bridge Improvements	Clara Dubow	DEA was selected as the project's design consultant for the East Lincoln Bridge Seismic Rehabilitation project.	\$1,230,000	\$1,230,000	BRAC - \$1,220,000 Fund 1085 - \$10,000	Design	Planning 2/23 10/24 Design 11/24 11/25 DBDesign ROW AdAward 12/25 3/26 Construction 4/26 9/26 DBConst CloseOut 3/26 4/26 Other				PL	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN												
19 McKinley Ave ITS and Signal Coordination	Clara Dubow	In the process of obligating the PE funds	\$465,300	\$465,300	PSRC Fed - \$195,000 Fund 1085 - \$70,300 PSRC Fed - \$200,000	Design	Planning 1/24 9/24 Design 10/24 12/25 DBDesign ROW AdAward 1/26 6/26 Construction 7/26 10/26 DBConst 11/25 5/27 CloseOut Other				D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	RW	RW	RW	RW	RW	RW	Ad	Ad	Ad					
20 Baker Middle School SRTS	Clara Dubow	SI match is from Active Transportation Program Funding for Partnerships - \$100K. The project has been obligated, and designing to 60%. Started the ROW process.	\$1,569,658	\$1,569,658	SRTS Grant - \$1,469,658 Fund 1085 - \$100,000	Design	Planning 12/22 10/23 Design 11/23 1/25 DBDesign ROW AdAward 11/24 5/25 Construction 6/25 9/25 DBConst 10/25 3/26 CloseOut Other				D	D	D	D	RW	RW	RW	RW	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN										
21 South 48th Street Bridge (Seismic Bridge)	Clara Dubow	In the design phase selected DEA as the consultant.	\$1,096,000	\$1,096,000	PSRC Fed - \$1,096,000	Design	Planning 2/24 2/25 Design DBDesign ROW AdAward Construction DBConst CloseOut Other				D	D	D	D	D																																								
22 Sandy Williams - Pedestrian Mobility & Safety Improvements at South 56th St and Pacific Ave	Clara Dubow	PE funds obligated currently in the Design Phase. Working on 30% design and finishing up the SEPA documents.	\$650,000	\$650,000	PSRC Fed - \$650,000	Design	Planning 1/24 7/24 Design 8/24 4/25 DBDesign ROW AdAward 11/24 1/26 Construction 2/26 5/26 DBConst 6/26 9/26 CloseOut 10/26 11/26 Other				D	D	D	D	D	D	D	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	Ad	Ad	Ad	Ad	CN	CN	CN	CN			
23 Multilingual Street Name Sign Construction (Puyallup Tribe)	Clara Dubow	Currently in the design phase. Coordinating with Transportation on final graphics.	\$161,147	\$161,147	Misc. - \$161,147	Design	Planning 5/24 7/24 Design 8/24 11/24 DBDesign ROW AdAward 12/24 2/25 Construction 3/25 4/25 DBConst CloseOut Other				D	D	Ad	Ad	Ad	CN	CN																																						

Public Works Engineering Capital Projects Funding, Cost and Schedule

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								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep			
24	6th Avenue Pedestrian Crossing Safety Improvements	Jon Kulju	Added two months of time to address concerns regarding the design at the 6th and Sprague intersection. Scheduled to advertise January 2024. Working with WSDOT to request additional funding and obligate the CN funds.	\$7,168,136	\$7,168,136	Fund 1085 - \$1,200,000 Fund 1065 - \$139,211 Fund 1085 - \$1,810,001 HSIP - \$3,067,424 Fund 1085 - \$401,500 REET - \$550,000	Design	Planning 5/19 8/19 Design 9/19 11/24 DBDesign ROW 10/21 4/24 AdAward 12/24 4/25 Construction 4/25 4/26 DBConst CloseOut 5/26 6/26 Other	D	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO
25	2023 National Highway System-South Yakima Avenue	Jon Kulju	In the process of obligating the PE funds with WSDOT.	\$1,639,000	\$1,639,000	NHFP - \$1,639,000	Design	Planning 1/24 8/24 Design 9/24 5/25 DBDesign ROW AdAward 6/25 9/25 Construction 10/25 5/26 DBConst CloseOut Other	D	D	D	D	D	D	D	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	
26	D Street Overpass Railing Repair	Josh Lauer	Josh is doing BN coordination and researching fencing material availability. Designing to 60%. Moved the design schedule two months due to staffing concerns.	\$200,000	\$200,000	Fund 1065 - \$200,000	Design	Planning Design 10/22 11/24 DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D																								
27	6th Avenue (Titlow) & 19th Street Rail Crossings	Veronich Munyao	This project is anticipate advertising Oct 2024. WSDOT has approved this project for advertisement.	\$4,933,950	\$4,933,950	REET - \$500,000 WSDOT Grant - \$458,000 Fund 1085 - \$560,000 WSDOT Grant - \$1,755,950 Fund 1065 - \$510,000 Misc. - \$1,150,000	Design	Planning Design 10/18 10/23 DBDesign ROW AdAward 10/24 1/25 Construction 2/25 5/25 DBConst CloseOut 6/25 7/25 Other	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CO	CO																
28	Streets Initiative #30 (S Tacoma near & including Railroad St)	Veronich Munyao	The project has been rescheduled for construction in 2025 to better accommodate staffing requirements.	\$6,000,000	\$6,000,000	Fund 1085 - \$3,600,000 Fund 1085 - \$2,400,000	Design	Planning Design 5/20 10/24 DBDesign ROW 3/23 5/24 AdAward 11/24 2/25 Construction 3/25 9/25 DBConst CloseOut 10/25 11/25 Other	D	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO										
29	Streets Initiative #40 (West Slope + LIDs)	Veronich Munyao	Tacoma Power needs is driving the schedule. Designing to 90%. Power waiting on one property ROW agreements to be signed.	\$3,150,000	\$3,150,000	Fund 1085 - \$3,150,000	Design	Planning Design 1/23 11/24 DBDesign ROW 5/24 12/24 AdAward 1/25 4/25 Construction 5/25 10/25 DBConst CloseOut 11/25 12/25 Other	D	D	RW	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO									
30	Streets Initiative #32B	Veronich Munyao	Currently at 60% design phase. Added more time for design currently a low priority project. TIB Grant was submitted in August, and we will be notified in November 2024 if the project is awarded.	\$3,200,000	\$3,200,000	Fund 1085 - \$3,200,000	Design	Planning Design 1/24 1/25 DBDesign ROW 5/24 3/25 AdAward 4/25 7/25 Construction 8/25 5/26 DBConst CloseOut Other	D	D	D	D	RW	RW	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN			

Public Works Engineering Capital Projects Funding, Cost and Schedule

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								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep		
31 ADA Transition Plan/City of Tacoma, Washington Planning Activities	Veronichah Munyao	This award will be used by the City of Tacoma, WA to conduct supplemental planning to develop an ADA Transition Plan. Added additional time to process the grant and agreement with USDOT.	\$750,000	\$750,000	FHWA (STP) - \$600,000 Misc. - \$150,000	Design	Planning 1/24 6/24 Design 7/24 9/26 DBDesign ROW AdAward Construction DBConst CloseOut Other	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D	D		
Projects in ROW																																	
1 S 25th St Traffic Safety Enhancements	Basel Kitmitto	\$10K of 1085 funding is for obligation and planning. Designing to 90%.(Oct 24). In the ROW phase.	\$1,790,000	\$1,790,000	HSIP - \$1,780,000 Fund 1085 - \$10,000	ROW	Planning 11/22 5/23 Design 6/23 12/24 DBDesign ROW 11/24 9/25 AdAward 10/25 1/26 Construction 2/26 7/26 DBConst CloseOut 8/26 9/26 Other	D	D	D	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	RW	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CO	CO
2 Sheridan Arterial Improvements Phase 1 (64th - 72nd)	Jon Kulju	October final design. ROW is still in process with one property.(Moved project out to match TIB schedule.)	\$7,854,332	\$7,854,332	TIB - \$3,560,000 Fund 1085 - \$3,894,332 REET - \$400,000	ROW	Planning 12/22 9/24 DBDesign ROW 8/23 12/24 AdAward 1/25 4/25 Construction 5/25 6/26 DBConst CloseOut 7/26 8/26 Other	RW	RW	RW	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO			
3 E Portland Ave (E 56th St – E 64th St)	Josh Lauer	Waiting on ROW certification from WSDOT. Started the process of obligating the CN funds.	\$1,895,000	\$1,895,000	Fund 1085 - \$265,000 REET - \$500,000 Misc. - \$1,130,000	ROW	Planning 12/21 8/22 Design 9/22 5/23 DBDesign ROW 4/23 12/24 AdAward 1/25 4/25 Construction 5/25 8/25 DBConst CloseOut 9/25 10/25 Other	RW	RW	RW	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CO	CO													
4 E Portland Ave: 64th - 72nd Overlay	Josh Lauer	SI Match for design is \$55,239. PSRC preservation grant for construction awarded in 2022 for 2025 construction, \$250K match and \$50K for ROW - SI funds. Currently designing to 60%.	\$1,712,881	\$1,212,881	PSRC Fed - \$750,000 Fund 1085 - \$300,000 REET - \$500,000 PSRC Fed - \$57,642 Fund 1085 - \$105,239	ROW	Planning 3/23 6/24 Design DBDesign ROW 1/24 5/25 AdAward 6/25 9/25 Construction 10/25 2/26 DBConst CloseOut 3/26 4/26 Other	RW	RW	RW	RW	RW	RW	RW	RW	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO				
5 S Cedar Street Active Transportation Enhancements: S 15th St to S Center St	Veronichah Munyao	Pushed this project out to help with staffing concerns.Currently in the ROW Phase. Designing to 100%.	\$2,336,975	\$2,336,975	Fund 1085 - \$915,000 REET - \$150,000 REET - \$105,345 WSDOT Bike Ped - \$1,166,630	ROW	Planning 10/21 6/22 Design 7/22 7/24 DBDesign ROW 1/24 1/25 AdAward 2/25 5/25 Construction 6/25 11/25 DBConst CloseOut 12/25 1/26 Other	RW	RW	RW	RW	Ad	Ad	Ad	Ad	CN	CN	CN	CN	CN	CN	CN	CO	CO									
Projects in Construction																																	

Public Works Engineering Capital Projects Funding, Cost and Schedule

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								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep									
1	Streets Initiative #15 (McKinley Park Area)	Basel Kitmitto Project in the construction phase.	\$4,000,000	\$4,000,000	Fund 1085 - \$4,000,000	Construction	Planning Design 5/20 10/23 DBDesign ROW 8/22 5/23 AdAward 1/24 4/24 Construction 5/24 2/25 DBConst CloseOut 3/25 4/25 Other	CN	CN	CN	CN	CN																												
2	S 17th Tacoma Power Infrastructure (between Court D & E)	Basel Kitmitto Project in the construction phase.	\$1,527,205	\$1,527,205	Power - \$1,527,205	Construction	Planning Design 1/23 2/23 DBDesign 3/23 1/24 ROW AdAward 2/24 5/24 Construction 6/24 11/24 DBConst CloseOut 12/24 1/25 Other	CN	CN	CO	CO																													
3	J Street Bicycle Boulevard	Charla Kinlow Project in the construction phase.	\$5,886,044	\$5,886,044	Misc. - \$300,000 TAP Grant - \$2,500,000 Fund 1085 - \$1,911,044 Fund 1085 - \$1,150,000 Fund 1085 - \$25,000	Construction	Planning Design 11/22 10/23 DBDesign ROW AdAward 1/24 4/24 Construction 5/24 5/25 DBConst CloseOut 6/25 8/25 Other	CN	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO	CO																					
4	Water Ditch Trail Phase IIIA	Chris Storey In Construction	\$7,458,843	\$7,458,843	Fund 1065 - \$300,000 REET - \$2,650,000 Fund 1085 - \$370,887 Metro Parks - \$120,000 CMAQ - \$2,273,631 CMAQ - \$1,744,325 -	Construction	Planning Design 8/17 7/19 DBDesign ROW 8/19 12/23 AdAward 1/24 6/24 Construction 5/24 5/25 DBConst CloseOut 6/25 8/25 Other	CN	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO	CO																					
5	East 64th Phase 2 (McKinley to Portland)	Chris Storey Project in the construction phase.	\$10,093,000	\$10,093,000	TIB - \$450,000 REET - \$3,478,000 Fund 1085 - \$665,000 TIB - \$4,000,000 Fund 1085 - \$1,500,000	Construction	Planning Design 1/21 12/22 DBDesign ROW 4/22 1/24 AdAward 1/24 5/24 Construction 5/24 4/25 DBConst CloseOut 5/25 7/25 Other	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO	CO																						
6	Annie Tracks 1&2 Curve and Switch Upgrades	Chris Storey This project is in construction phase.	\$2,708,605	\$2,708,605	Tacoma Rail - \$2,708,605	Construction	Planning Design 8/23 3/24 DBDesign ROW AdAward 4/24 5/24 Construction 6/24 12/24 DBConst CloseOut 1/25 2/25 Other	CN	CN	CN	CO	CO																												
7	Sand Filter Upgrades	Chris Storey In construction.	\$50,000	\$50,000	Tacoma Rail - \$50,000	Construction	Planning Design 9/23 5/24 DBDesign ROW AdAward 5/24 8/24 Construction 8/24 1/25 DBConst CloseOut Other	CN	CN	CN	CN																													
8	Prairie Line Trail Phase II	Clara Dubow In Construction	\$12,797,659	\$12,797,659	Misc. - \$30,000 REET - \$980,896 Fund 1060 MVFT - \$179,326 Fund 1065 - \$337,000 Fund 1085 - \$4,275,000 FHWA (STP) - \$5,622,500 Misc. - \$1,372,937	Construction	Planning Design 4/15 5/18 DBDesign 5/18 10/22 ROW AdAward 5/23 10/23 Construction 11/23 6/25 DBConst CloseOut 7/25 8/25 Other	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CO	CO																					

Public Works Engineering Capital Projects Funding, Cost and Schedule

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								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
9	Pedestrian Accessibility	Clara Dubow	In Construction. Adding additional sites.	\$3,100,000	\$3,100,000	Misc. - \$3,000,000 Fund 1085 - \$100,000	Construction	Planning 1/23 3/23 Design 4/23 4/24 DBDesign ROW AdAward 4/24 8/24 Construction 9/24 3/25 DBConst CloseOut 4/25 5/25 Other	CN	CN	CN	CN	CN	CN	CN														
10	McKinley Overlook	Clara Dubow	In Construction. Planting scheduled for Oct/Nov. Waiting on art elements and other amenities	\$708,617	\$708,617	Misc. - \$300,000 TIB - \$408,617	Construction	Planning Design 12/23 3/24 DBDesign ROW AdAward 4/24 6/24 Construction 7/24 11/24 DBConst CloseOut 12/24 1/25 Other	CN	CN	CO	CO																	
11	Site Reclamation	Darius Thompson	As needed contract to address unhoused locations within the City of Tacoma limits.	\$750,000	\$750,000	Misc. - \$750,000	Construction	Planning Design DBDesign ROW AdAward 9/22 12/24 Construction DBConst CloseOut Other	CN	CN	CN																		
12	Links to Opportunity (TOD) Streetscape ROW & Construction	Jon Kulju	LTO 5 opened bid Global is the apparent low bidder. LTO 3 is still in construction. Pre-construction meeting scheduled for 9/18 for LTO 5. LTO 1 is scheduled for a constructability review September 2024. LTO 4 is upcoming in the next couple of months.	\$17,812,000	\$17,812,000	Fund 1085 - \$3,000,000 Misc. - \$32,000 Misc. - \$2,500,000 Fund 1085 - \$820,000 Misc. - \$2,000,000 Misc. - \$3,500,000 REET - \$4,000,000 Dept. Com. (St) - \$1,960,000	Construction	Planning 9/19 2/23 Design DBDesign ROW 9/19 9/22 AdAward 3/23 6/23 Construction 7/23 12/25 DBConst CloseOut Other	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN	CN		
13	S. 21 Street & C Street Signal	Jon Kulju	Project in the construction phase however this project is in suspension until January 2025 for pole procurement.	\$1,518,943	\$1,402,647	HSIP - \$1,403,843 Fund 1085 - \$15,100 Fund 1065 - \$100,000	Construction	Planning 1/22 11/22 Design DBDesign ROW 10/22 10/23 AdAward 11/23 6/24 Construction 7/24 5/25 DBConst CloseOut 6/25 7/25 Other	CN	CN	CN	CN	CN	CN	CN	CO	CO												
14	Streets Initiative #37 (Concrete Panels)	Jon Kulju	Project in the construction phase. Currently working on adding additional location for curb ramps and other improvements.	\$2,963,487	\$2,963,487	Water - \$1,360,638 Street Ops - \$600,000 Misc. - \$435,621 Fund 1085 - \$567,228	Construction	Planning 1/21 9/21 Design 12/21 9/23 DBDesign ROW AdAward 10/23 1/24 Construction 2/24 11/24 DBConst CloseOut 12/24 1/25 Other	CN	CN	CO	CO																	
15	Streets Initiative #23 (Between 6th Ave to S 12th & Lawrence to Pine)	Josh Lauer	Project is in construction phase. Planting period has started installation of trees and seeding.	\$5,025,917	\$5,025,917	Storm Fund - \$0 Fund 1085 - \$5,025,917	Construction	Planning 11/19 3/23 Design DBDesign ROW 11/22 4/23 AdAward 5/23 9/23 Construction 10/23 11/24 DBConst CloseOut 12/24 1/25 Other	CN	CN	CO	CO																	

Public Works Engineering Capital Projects Funding, Cost and Schedule

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								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul
16 Streets Initiative #35 (N. Cheyenne Street) and Street Initiative #24	Josh Lauer	Project in the construction phase.	\$3,150,000	\$3,150,000	Fund 1085 - \$2,250,000 Fund 1085 - \$900,000	Construction	Planning 11/22 9/23 Design DBDesign ROW AdAward 10/23 2/24 Construction 4/24 3/25 DBConst CloseOut 4/25 5/25 Other																						
17 E 38th St (E Portland Ave-SR 7)	Josh Lauer	In Construction phase.	\$1,361,000	\$1,361,000	Misc. - \$1,361,000	Construction	Planning 12/21 7/22 Design 11/22 12/23 DBDesign ROW AdAward 12/23 4/24 Construction 4/24 10/24 DBConst CloseOut 11/24 12/24 Other																						
18 Asphalt Plant Chip Seal Tank	Josh Lauer	In construction phase.	\$1,997,000	\$1,997,000	Street Ops - \$1,997,000	Construction	Planning 2/22 2/24 Design DBDesign ROW AdAward 3/24 7/24 Construction 6/24 4/25 DBConst CloseOut 6/24 7/24 Other																						
Projects in Close Out																													
1 Striping 2024	Basel Kitmitto	Project in the close out phase.	\$1,281,000	\$1,281,000	Multimodal - \$539,000 Fund 1060 MVFT - \$356,000 Multimodal - \$340,000 REET - \$46,000	Close Out	Planning 9/23 1/24 Design DBDesign ROW AdAward 2/24 5/24 Construction 6/24 9/24 DBConst CloseOut 10/24 11/24 Other																						
2 St Helens Grind & Overlay	Charla Kinlow	Project in the close out phase working on punchlist items.	\$3,133,119	\$1,633,119	Fund 1085 - \$1,533,119 Misc. - \$100,000 Misc. - \$1,500,000	Close Out	Planning 10/22 9/23 Design DBDesign ROW AdAward 9/23 1/24 Construction 2/24 8/24 DBConst CloseOut 9/24 10/24 Other																						
3 Union Avenue Bridge Fire Repairs	Chris Storey	Received a PW Loan for \$1,000,000. Looking into City's insurance to reduce the City's loan amount.(\$500,000)	\$1,000,000	\$1,000,000	Misc. - \$1,000,000	Close Out	Planning Design DBDesign ROW AdAward Construction 8/23 1/24 DBConst CloseOut 2/24 3/24 Other																						
4 Blair Switch Project	Chris Storey	Project is currently in close out.	\$800,000	\$800,000	Tacoma Rail - \$800,000	Close Out	Planning 7/23 10/23 Design DBDesign ROW AdAward 11/23 1/24 Construction 2/24 7/24 DBConst CloseOut 8/24 9/24 Other																						

Public Works Engineering Capital Projects Funding, Cost and Schedule

CAPITAL PROJECTS	PROJECT MANAGER	NOTES	TOTAL FUNDING	TOTAL PROJECTED COST	FUNDING SOURCES	CURRENT PHASE	TENTATIVE SCHEDULE	2024			2025									2026																							
								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep												
5	Manitou Elementary SRTS	Josh Lauer Project in the close-out phase.	\$923,091	\$923,091	REET - \$100,000 SRTS Grant - \$543,091 Fund 1085 - \$280,000	Close Out	Planning 9/22 8/23 Design DBDesign ROW AdAward 9/23 12/23 Construction 12/23 8/24 DBConst CloseOut 5/24 11/24 Other		CO	CO																																	
6	Sidewalk Replacement, South End	PM TBD Project in the construction phase. Constructing over 150 sites. Terminated this contract due to public convenience.	\$900,000	\$900,000	REET - \$900,000	Close Out	Planning 1/23 10/23 Design DBDesign ROW AdAward 12/23 3/24 Construction 4/24 9/24 DBConst CloseOut 10/24 11/24 Other		CO	CO																																	
7	Streets Initiative #32A	Veronicah Munyao Project in the close out phase.	\$2,618,489	\$2,618,489	Metro Parks - \$150,000 Fund 1085 - \$2,468,489	Close Out	Planning 1/22 9/23 Design DBDesign ROW AdAward 10/23 2/24 Construction 2/24 10/24 DBConst CloseOut 11/24 12/24 Other		CN	CO	CO																																
8	S Yakima Ave Sidewalk - S 67th to S 70th/ Birney SRTS (76th Street)	Veronicah Munyao In the close out phase.	\$818,910	\$818,910	REET - \$346,000 - TIB - \$219,857 Fund 1085 - \$253,053	Close Out	Planning 4/22 5/23 Design DBDesign ROW 12/22 3/23 AdAward 6/23 10/23 Construction 11/23 6/24 DBConst CloseOut 7/24 10/24 Other		CO																																		
Projects in Other																																											
1	Foss Groundwater Monitoring	Charla Kinlow GW Monitoring required once per year.	\$50,000	\$50,000	Fund 1060 MVFT - \$50,000	Other	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other 11/24 11/24			O																																	
2	Bridge Inspection	Chris Storey On going	\$350,000	\$350,000	Fund 1060 MVFT - \$350,000	Other	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other 1/19 12/25	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O	O		
3	Curb Ramp Inventory	Gail Himes	\$50,000	\$50,000	Fund 1085 - \$50,000	Other	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other 1/18 12/22																																				

Public Works Engineering Capital Projects Funding, Cost and Schedule

CAPITAL PROJECTS	PROJECT MANAGER	NOTES	TOTAL FUNDING	TOTAL PROJECTED COST	FUNDING SOURCES	CURRENT PHASE	TENTATIVE SCHEDULE	2024			2025									2026																						
								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep											
4	Taylor Way	Josh Lauer	\$25,602,287	\$25,602,287	FMSIB - \$2,500,000 PSRC Fed - \$5,384,300 ES Sanitary - \$837,590 PSE - \$1,036,985 NHFP - \$10,394,996 Fund 1085 - \$333,974 Tacoma Rail - \$750,000 Water - \$3,353,699	Other	Planning Design 1/18 10/19 DBDesign ROW AdAward 11/19 6/20 Construction 7/20 8/22 DBConst CloseOut Other 9/22 7/24																																			
					Prologis - \$10,000 DCT - \$156,500 Port of Tacoma - \$200,000 Misc. - \$644,243																																					
5	Sidewalk Maintenance Program	PM TBD	\$1,969,000	\$1,969,000	Fund 1065 - \$712,000 Fund 1060 MVFT - \$1,257,000	Other	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other 1/18 12/25	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
6	Board Ups & Nuisance Abatement	PM TBD	\$1		General Fund - \$1	Other	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other 1/22 12/22																																			
7	Material Testing for Street Ops	PM TBD				Other	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other 3/22 10/22																																			
8	Missing Link Sidewalk	PM TBD	\$600,000	\$600,000	REET - \$600,000	Other	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other																																			

Projects in On Hold

1	SI# 38 Slurry Seal	Basel Kitmitto	\$500,000	\$500,000	Fund 1085 - \$500,000	On Hold	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other																																	
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Public Works Engineering Capital Projects Funding, Cost and Schedule

CAPITAL PROJECTS	PROJECT MANAGER	NOTES	TOTAL FUNDING	TOTAL PROJECTED COST	FUNDING SOURCES	CURRENT PHASE	TENTATIVE SCHEDULE	2024			2025									2026																				
								Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep									
2	Ruston Way Shoreline Permitting, Maintenance & Repairs	Charla Kinlow	Joint permitting with MetroParks. Currently time is going to Engineering OH Monitoring budget. Looking for grant opportunity to conduct a feasibility study on the shoreline.	\$10,000	\$10,000	Fund 1065 - \$10,000	On Hold	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other	2/23	12/24	PL	PL	PL																											
3	Signalization Crossing: Lincoln Ave & Port of Tacoma Rd	Clara Dubow	Two rail grants, one received for each crossing. PW is managing this project for Tacoma Rail. Moved construction out to mid 2024. Waiting to obliagte CE funds.Project on Hold with WSDOT	\$1,500,000	\$1,500,000	Rail Grant - \$745,000 Tacoma Rail - \$105,000 Rail Grant - \$570,000 Tacoma Rail - \$80,000	On Hold	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other	8/21	3/24																														
4	McKinley Avenue Streetscape (McKinley Business District)	Clara Dubow	\$250K provided in '23/'24 binnial budget for design, \$50K will be transferred to Makers contract for the conceptual design. Project on hold waiting to received design funds.				On Hold	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other	1/23	7/24																														
5	Sheridan Arterial Improvements Phase 2 (56th-64th)	Jon Kulju	30% Design complete to date.LID will be included in this project. Potential TIP Grant TIB opportunity.	\$500,000	\$500,000	Fund 1085 - \$500,000	On Hold	Planning Design DBDesign ROW AdAward Construction DBConst CloseOut Other	12/23	12/24																														



TO: Elizabeth Pauli, City Manager
FROM: Susan Calderon, Assistant Finance Director/Controller, Finance Department
 Andy Cherullo, Finance Director
COPY: City Council and City Clerk
SUBJECT: Transportation Benefit District (TBD) - State Auditor's Office Entrance Conference packet for 2022 & 2023
DATE: October 30, 2024

SUMMARY AND PURPOSE:

The State Auditor's Office (SAO) is required to audit the Transportation Benefit District (TBD) every two years. The SAO's office has been working on the 2022 and 2023 TBD audit. The SAO requires that an entrance and exit conference be conducted with the governing body (which is made up of the membership of the City Council). Since the audit has already begun, the attached information provides the City Council information on the scope, level of reporting, estimates of cost and the audit team. At the conclusion of the audit, the City Council will receive the final audit reports and have the opportunity to discuss any matters of interest.

BACKGROUND:

The Transportation Benefit District (TBD) was created as authorized by RCW 35.21.225 and 36.73.020 and City of Tacoma Ordinance #28099, for the purposes of acquiring, constructing, improving, providing and funding transportation improvements within the TBD consistent with any state, regional, or local transportation plans. The City Council approved a \$20 per vehicle tab fee that is received by the TBD. In addition, the TBD receives a 1/10 of one percent sales and use tax that was approved as part of the Voter Approved Street Initiative. The sales and use tax is due to expire in 2025. The TBD is required to be audited by the State Auditor's Office (SAO) every two years.

ALTERNATIVES:

There are no viable alternatives, the SAO is required to audit the TBD every 2 years.

Alternative(s)	Positive Impact(s)	Negative Impact(s)
1. SAO not have an entrance audit conference		The City will not be in compliance with audit requirements.
2.		
3.		

EVALUATION AND FOLLOW UP:

The State Auditor's Office will complete their audit of the Transportation Benefit District and will present the results at the Government, Performance & Finance Committee.

STAFF/SPONSOR RECOMMENDATION:

This is an informational briefing.



Office of the Washington State Auditor

Pat McCarthy

Entrance Conference: Tacoma Transportation Benefit District

The Office of the Washington State Auditor's vision is increased trust in government. Our mission is to provide citizens with independent and transparent examinations of how state and local governments use public funds, and develop strategies that make government more efficient and effective.

The purpose of this meeting is to share our planned audit scope so that we are focused on the areas of highest risk. We value and appreciate your input.

Audit Scope

Based on our planning, we will perform the following audits:

Accountability audit for January 1, 2022 through December 31, 2023

We will examine the management, use and safeguarding of public resources to ensure there is protection from misuse and misappropriation. In addition, we will evaluate whether there is reasonable assurance for adherence to applicable state laws, regulations and policies and procedures.

We plan to evaluate the following areas:

- Use of restricted funds – registration fees and sales and use tax
- Compliance with state law over reporting of transportation improvement projects
- Financial condition – reviewing for indications of financial distress
- Open public meetings – compliance with minutes, meetings and executive session requirements

Financial statement audit for January 1, 2022 through December 31, 2023

We will provide an opinion on whether your financial statements are presented fairly, in all material respects, in accordance with the applicable reporting framework. The audit does not attempt to confirm the accuracy of every amount, but does search for errors large enough to affect the conclusions and decisions of a financial statement user.

Engagement Letter

We have provided an engagement letter that confirms both management and auditor responsibilities, and other engagement terms and limitations. Additionally, the letter identifies the cost of the audit, estimated timeline for completion and expected communications.

Levels of Reporting

Findings

Findings formally address issues in an audit report. Findings report significant results of the audit, such as significant deficiencies and material weaknesses in internal controls; misappropriation; and material abuse or

non-compliance with laws, regulations or policies. You will be given the opportunity to respond to a finding and this response will be published in the audit report.

Management Letters

Management letters communicate control deficiencies, non-compliance, misappropriation, or abuse that are less significant than a finding, but still important enough to be formally communicated to the governing body. Management letters are referenced, but not included, in the audit report.

Exit Items

Exit items address control deficiencies, non-compliance with laws or regulations, or errors that have an insignificant effect on the audit objectives. These issues are informally communicated to management.

Important Information

Confidential Information

Our Office is committed to protecting your confidential or sensitive information. Please notify us when you give us any documents, records, files, or data containing information that is covered by confidentiality or privacy laws.

Audit Costs

The cost of the audit is estimated to be approximately \$11,500.

Expected Communications

During the course of the audit, we will communicate with Polly Wainaina, Senior Finance Manager, on the audit status, any significant changes in our planned audit scope or schedule and preliminary results or recommendations as they are developed.

Please let us know if, during the audit, any events or concerns come to your attention of which we should be aware. We will expect Polly Wainaina to keep us informed of any such matters.

Audit Dispute Process

Please contact the Audit Manager or Assistant Director to discuss any unresolved disagreements or concerns you have during the performance of our audit. At the conclusion of the audit, we will summarize the results at the exit conference. We will also discuss any significant difficulties or disagreements encountered during the audit and their resolution.

Loss Reporting

Washington state law requires all state agencies and local governments to immediately notify SAO if staff know or suspect loss of public resources, or of other illegal activity including a cyber-attack if it resulted in a loss of public resources or potentially impacted financial records or systems. State and local government employees should alert us to suspected fraud through the online Report a Suspected Fraud or Loss form below. These notifications can be made on our website at www.sao.wa.gov/report-a-concern/how-to-report-a-concern/fraud-program/.

Cybersecurity Loss Reporting

State and Local governments may also be required to report cybersecurity issues to the Washington State Attorney General's Office (AGO) or to the State Auditor's Office, including security breaches and cyber fraud. To learn

more about when to report cybersecurity issues, please visit our website at <https://sao.wa.gov/has-your-government-experienced-a-cybersecurity-issue-here-is-when-and-how-to-report/>.

Peer Reviews of the Washington State Auditor’s Office

To ensure that our audits satisfy *Government Auditing Standards*, our Office receives external peer reviews every three years by the National State Auditors Association (NSAA). The most recent peer review results are available online at www.sao.wa.gov/about-sao/who-audits-the-auditor/. Our Office received a “pass” rating, which is the highest level of assurance that an external review team can give on a system of audit quality control.

Emerging Issues

Some of the emerging issues affecting local governments are the following:

- GASB Handout March 2024
- Cyber Checkup Flyer V2
- Audit Connections

Working Together to Improve Government

Audit Survey

When your report is released, you will receive an audit survey from us. We value your opinions on our audit services and hope you provide us feedback.

Local Government Support Team

This team provides support services to local governments through the Budget, Accounting, and Reporting System (BARS) and annual online filing technical assistance, provides accounting, reporting and BARS training. Our website and client portal offers many resources, including a client Help Desk that answers auditing and accounting questions, updated BARS manuals, access to resources and recorded trainings, and additional accounting and reporting resources. Additionally this team assists with the online filing of your financial statements.

The Center for Government Innovation

The Center for Government Innovation of the Office of the Washington State Auditor offers services designed to help you, help the residents you serve at no additional cost to your government. What does this mean? They provide expert advice in areas like building a Lean culture to help local governments find ways to be more efficient, effective and transparent. The Center also provides financial management technical advice and best practices and resources. These can be accessed from the “Improving Government” tab of our SAO website and help you act on accounting standard changes, comply with regulations, protect public resources, minimize your cybersecurity risk and respond to recommendations in your audit. The Center also offers the Financial Intelligence Tool, better known as FIT, to help you assess and monitor your finances and compare your financial operations to other local governments like you. You can email the Center for a personal training session to learn all the benefits using the FIT tool can provide. The Center understands that time is your most precious commodity as a public servant, and wants to help you do more with the limited hours you have. If you are interested in learning how the Center can help you maximize your effect in government, call them at (564) 999-0818 or email them at Center@sao.wa.gov.

Audit Team Qualifications

Kelly Collins, CPA, CFE, Director of Local Audit – Kelly has been with the Washington State Auditor’s Office since 1992. In her role, she oversees the audit teams that perform the audits for over 2,200 local governments. She serves on the Washington Finance Officers Association Board and is a member of the Washington Society of Certified Public Accountants’ Government Auditing and Accounting Committee. Phone: (564) 999-0807 or Kelly.Collins@sao.wa.gov

Wendy Choy, Assistant Director of Local Audit - Wendy has been with the Washington State Auditor’s Office since 2002. In her role as Assistant Director, she assists with statewide oversight and management of all the audits for local government. She is also the program manager for public hospital districts. She served as an Audit Manager for six years prior to becoming an Assistant Director of Local Audit. Phone: (425) 502-7067 or Wendy.Choy@sao.wa.gov

Saundra Groshong, Audit Manager – Saundra has been with the Washington State Auditor’s Office since 2000. In her role, she oversees Team Tacoma, which performs financial, single, and accountability audits for local governments in Pierce County. She has also worked on three teams covering various state and local audits throughout King, Pierce, and Thurston Counties. Phone: (253) 523-3037 or Saundra.Groshong@sao.wa.gov

Judy Ly, Assistant Audit Manager – Judy worked at the State Auditor’s Office from 2007-2014. She returned to the office in 2023. Judy is a member of our subject matter specialist teams. She has participated and led financial, single, and accountability audits for various entities including state agencies, cities and towns, counties, fire districts, parks and recreational districts, and school districts. Phone: (253) 354-5705 or Judy.Ly@sao.wa.gov

Daniel Meraz-Hernandez, Audit Lead– Daniel has been with the State Auditor’s Office since February, 2024. He is a graduate from the University of Washington Tacoma and holds a Bachelors in Business Administration with a concentration in Finance and a minor in Economics. Phone: (253) 354-5711 or Daniel.Meraz-Hernandez@sao.wa.gov



**Office of the Washington State Auditor
Pat McCarthy**

October 17, 2024

Tacoma Transportation Benefit District Board and Victoria Woodards, Mayor
Tacoma Transportation Benefit District
747 Market St., Rm 132
Tacoma, WA 98402

We are pleased to confirm the audits to be performed by the Office of the Washington State Auditor, in accordance with the provisions of Chapter 43.09 RCW, for the Tacoma Transportation Benefit District. This letter confirms the nature and limitations of the audits, as well as responsibilities of the parties and other engagement terms.

Office of the Washington State Auditor Responsibilities

Financial Statement Audit

We will perform an audit of the basic financial statements of the Tacoma Transportation Benefit District as of and for the fiscal years ended December 31, 2023 and December 31, 2022, prepared in accordance with accounting principles generally accepted in the United States of America (GAAP). The objective of our audit will be to express our opinion on these financial statements.

We will perform our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free from material misstatement. Since we do not review every transaction, our audit cannot be relied upon to identify every potential misstatement. Because of the inherent limitations of an audit, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the audit is properly planned and performed in accordance with the standards identified above.

A financial statement audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers relevant internal controls in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of internal control. Accordingly, we will express no such opinion.

Although our audit is not designed to provide an opinion on the effectiveness of internal control over financial reporting, we are required to report any identified significant deficiencies and material

weaknesses in controls. We are also required to report instances of fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that could have a direct and material effect on the accuracy of financial statements.

A financial statement audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

All misstatements identified by the audit will be discussed with management. Material misstatements corrected by management and all uncorrected misstatements will be communicated at the exit conference, as required by professional auditing standards.

Our responsibility is to express in a written report an opinion on the financial statements based on the results of our audit. We cannot guarantee an unmodified opinion. We may modify or disclaim an opinion on the financial statements if we are unable to complete the audit or obtain sufficient and appropriate audit evidence supporting the financial statements. If our opinion is other than unmodified, we will fully discuss the reason with you prior to issuing our report. Further, in accordance with professional standards, we may add emphasis-of-matter or other-matter paragraphs to our report to describe information that, in our judgment, is relevant to understanding the financial statements or our audit.

We will also issue a written report (that does not include an opinion) on issues identified during the audit related to internal control over financial reporting and on compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by *Government Auditing Standards*.

The Transportation Benefit District prepares other information to accompany the financial statements, which is required by accounting standards or is done at its discretion. We will perform limited procedures on this information for the purpose of identifying inconsistencies with the financial statements. However, we will not express an opinion on its fair presentation.

Accountability Audit

We will perform an accountability audit of compliance with applicable state laws, regulations, and policies, and of controls over the safeguarding of public resources for the fiscal years ended December 31, 2023 and December 31, 2022. The audit will be conducted in accordance with provisions of RCW 43.09.260 and the Office's audit policies, which include policies specific to these types of audits and general audit policies. Our general audit policies apply to all our engagements and incorporate the requirements of *Government Auditing Standards*, as applicable, on topics such as communications with auditees, independence, audit evidence and documentation, and reporting.

An accountability audit involves performing procedures to obtain audit evidence about compliance and controls in areas selected for audit. In keeping with general auditing practices, we do not examine every transaction, activity, policy, internal control, or area. The areas examined and procedures selected depend on the auditor's judgment, including the assessment of the risks of fraud, loss, abuse, or noncompliance.

Upon completion of our audit, we will issue a written report describing the overall results and conclusions for the areas we examined.

Data Security

Our Office is committed to appropriately safeguarding the information we obtain during the course of the audit. We have entered into a data sharing agreement with the Transportation Benefit District to ensure compliance with legal requirements and Executive Directives (Executive Order 16-01, RCW 42.56 and OCIO Standard 141.10) in the handling of information considered confidential.

Responsibilities specific to this engagement

Additionally, we will:

- Provide Transportation Benefit District Board with advanced notification if we identify issues that require further audit work and increase audit costs.
- Participate in weekly progress meetings to discuss the status of the audit plans for future weeks. At those meetings, we will provide information on the areas we will work in and the audit objectives we will be addressing.
- Interact with staff professionally and respectfully and communicate needs and issues in a timely manner.
- Provide written correspondence during the course of the audit through email to the audit liaison, Polly Wainaina, Senior Finance Manager, and Susan Calderon, Assistant Finance Director.
- Provide advance notice when a scheduled meeting is to be cancelled.
- Allow the District seven days to provide a written response to any findings.
- Conduct an entrance and exit conference for the Transportation Benefit District.

Reporting levels for audit issues

Issues identified through the auditing process will be communicated as follows. Failure to appropriately address audit issues may result in escalated reporting levels.

- **Findings** formally address issues in an audit report. Findings report significant results of the audit, such as significant deficiencies and material weaknesses in internal controls; misappropriation; and material abuse or non-compliance with laws, regulations, contracts or grant agreements. You will be given the opportunity to respond to a finding, and this response, or a synopsis of it, will be published in the audit report. Professional auditing standards define the issues we must report as findings with regard to non-compliance with a financial statement effect and internal controls over financial reporting.
- **Management letters** communicate control deficiencies, non-compliance, misappropriation, abuse, or errors with a less-than-material effect on audit objectives. Management letters are referenced, but not included, in the audit report.
- **Exit items** address control deficiencies, non-compliance, abuse, or errors that have an insignificant effect on audit objectives. These issues are informally communicated to management and are not referenced in the audit report.

Client's Responsibilities

Management is responsible for the accuracy and completeness of information provided to the auditor and will provide the Office of the Washington State Auditor with:

- Unrestricted access to people with whom the auditor wishes to speak.
- All information that is requested or relevant to auditor requests.
- Notification when any documents, records, files, or data contain information that is covered by confidentiality or privacy laws.
- Adequate workspace and conditions, including interacting with auditors professionally and respectfully and promptly communicating about any issues and concerns.

Moreover, our audit does not relieve management or the governing body of their responsibilities. Management's responsibilities, with oversight from the governing body, include:

- Selecting and applying appropriate administrative and accounting policies.
- Establishing and maintaining effective internal controls over financial reporting, compliance, and safeguarding of public resources.
- Designing and following effective controls to prevent and detect fraud, theft, and loss.
- Promptly reporting to us knowledge of any fraud, allegations of fraud or suspected fraud involving management, employees or others, in accordance with RCW 43.09.185.
- Ensuring compliance with laws, regulations and provisions of contracts and grant agreements.
- Preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America (GAAP).

Responsibilities at the conclusion of the audit

At the conclusion of our audit, the Transportation Benefit District will provide us with a letter to confirm in writing certain express and implied representations made during the course of the audit. This letter includes representations regarding legal matters. A separate letter may be needed from the Transportation Benefit District's legal counsel.

Management and the governing body are also responsible for following up and taking corrective action on all audit findings, including, when applicable, preparing a summary schedule of prior audit findings and a corrective action plan on the Transportation Benefit District's own letterhead.

Responsibilities specific to this engagement

Additionally, the Transportation Benefit District will:

- Provide final financial statements for audit to our Office
- Provide our Office with documentation of the financial statement review and approval before they were submitted for audit.
- Obtain a clear understanding of accounting standards applied in your financial statements and fully understand any adjusting journal entries recommended by the Office of the Washington State Auditor before approving the entries.
- Revise financial statements and schedules only if agreed to in writing by our Office.

Estimated Audit Costs and Timeline

We estimate the cost of the audit work to be \$11,500, plus travel costs, and other expenses, if any. Invoices for these services will be prepared and presented each month as our audit work progresses.

We anticipate our reports will be published on our website www.sao.wa.gov and be available to you and the public as outlined below. These estimates are based on timely access to financial information and no significant audit reporting issues. The estimated cost and completion date may change if unforeseen issues arise or if significant audit issues are identified necessitating additional audit work. We will promptly notify you if this is the case.

Report	Date*
Independent Auditor's Report on Financial Statements	November 2024
Independent Auditor's Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	November 2024
Independent Auditor's Report on Accountability	November 2024

**Report Issuance Dates Are Estimates Only*

The audit documentation for this engagement, which may contain confidential or sensitive information, is the property of SAO and constitutes a public record under Chapter 42.56 RCW. Subject to applicable laws and regulations, appropriate individuals, as well as audit documentation, will be made available upon request and in a timely manner to appropriate auditors and reviewers, Transportation Benefit District's management and governing body, and federal agencies, for purposes of a public records request, a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities.

The audit documentation for this engagement will be retained for a minimum of five years after the report release (publish) date in accordance with the public records retention schedule established by the Washington Secretary of State.

Expected Communications

During the course of the audit, we will communicate with the Transportation Benefit District's selected audit liaison, Polly Wainaina, Senior Finance Manager, and Susan Calderon, Assistant Finance Director, on the audit status, any significant changes in our planned audit scope or schedule and preliminary results or recommendations as they are developed. The audit liaison is responsible for regularly updating management and the governing body on these matters. We may also provide direct communication of these matters to management and the governing body as needed or upon request.

Please contact us if any events or concerns come to your attention of which we should be aware. We will expect the audit liaison to keep us informed of any such matters.

Audit Dispute Process

Please contact the Audit Manager or Assistant Director to discuss any unresolved disagreements or concerns you have during the performance of our audit. At the conclusion of the audit, we will summarize the results at the exit conference. We will also discuss any significant difficulties or disagreements encountered during the audit and their resolution.

By signing and returning this letter, you acknowledge that the foregoing is in accordance with your understanding. Please contact us with any questions.

We appreciate the opportunity to be of service to you and look forward to working with you and your staff.

Sincerely,

Saundra Groshong

Saundra Groshong, Audit Manager 10/17/24
Office of the Washington State Auditor

District Response:

This letter correctly sets forth our understanding.

Signed by:
Elizabeth Pauli 10/24/2024
04DC6935E7F348B...

Elizabeth Pauli Date
City Manager

DocuSigned by:
Susan Calderon 10/22/2024
1E7F48CBF27C40A...

Susan Calderon Date
Assistant Finance Director/Controller



Memorandum

TO: Elizabeth Pauli, City Manager
FROM: Katie Johnston, Budget Officer
COPY: Mayor and City Council
SUBJECT: **RESPONSE TO OCTOBER 15 BUDGET PRESENTATION COMMUNITY & ECONOMIC DEVELOPMENT, PLANNING & DEVELOPMENT SERVICES, AND NEIGHBORHOOD & COMMUNITY SERVICES**
DATE: October 31, 2024

This correspondence provides responses to follow-up questions received by staff from City Council Members during the presentation on the Proposed 2025-2026 Biennial Operating Budget on October 22nd for Community & Economic Development (CED), Planning & Development Services (PDS), and Neighborhood & Community Services (NCS).

Community & Economic Development (CED)

1. Race Conscious Homebuyer Program

During the October 22nd meeting, Council Member Walker asked for an explanation of how the homebuyer program works.

Staff Response

Referrals are being accepted from the [Tacoma Pierce County Habitat for Humanity](#) and [Young Black Homeowners](#) through December 2024 or until all funding has been committed.

This program can provide up to \$60,000 as a down payment for a home. Assistance is provided as a no interest 25-year loan. This loan must be repaid:

- At the end of the 25-year term;
- If the home is sold; or
- If the borrower does not occupy the home as their primary residence.

Program General Home Eligibility Requirements:

- The home must be located inside the city limits of Tacoma
- Applicant must be at or below 80% area median income (see table below)

Household Size	1	2	3	4	5	6
Max Income (80%)	\$64,900	\$74,150	\$83,400	\$92,650	\$100,100	\$107,500

- Applicant must be a first-time homebuyer (an individual nor the spouse or domestic partner of that individual may have owned a home in the three-year period prior to purchasing a home under this program)
- Applicant must complete at least five homebuyer education workshops

To meet the homebuyer education requirements, one (1) Washington State Housing Finance Commission (WSHFC) homebuyer course and four (4) additional City-sponsored homebuyer courses must be completed. Additional details on the required courses can be found below:

- WSHFC homebuyer course, [virtual](#) or [in-person](#), for information, [click here](#)
- City sponsored course: Tacoma Urban League/Tacoma-Pierce County Habitat for Humanity Pathways to Homeownership courses. Sign-up by visiting the [Habitat for Humanity Events page](#) and selecting a Keys to Homeownership event, or, visit [The Tacoma Urban League](#) at 2550 S Yakima Ave, Tacoma, WA 98405 on Tuesdays between 2:00PM and 4:30PM
- City sponsored course: Young Black Homeowners Workshops- Workshops will take place once a month at Edison Square, 5415 S Tacoma Way, WA 98409. Updates and details on workshops are found on [Young Black Homeowners Tacoma Homebuyer Education Webpage](#)

Households interested in accessing down payment assistance should enroll in the required homebuyer courses as early as possible and obtain documentation verifying completion of each course.

2. Down Payment Assistance (DPA) Program

During the October 22nd meeting, Council Member Walker asked for an explanation of who administers the City's Down Payment Assistance (DPA) Program.

Staff Response

The City of Tacoma has contracted with the Tacoma Community Redevelopment Authority (TCRA) to administer the DPA Program. City Staff completes the application review and underwriting; the loans are issued by the TCRA.

3. Homebuyer Education Programs

During the October 22nd meeting, Council Member Walker asked for an explanation of who Administers the City's Homebuyer Education Programs.

Staff Response

These programs are administered by independent service providers that are identified through a request for proposal (RFP) process. The Tacoma Community Redevelopment Authority selects providers based on responsiveness of the proposal to the RFP criteria and program goals.

Planning & Development Services (PDS)

4. South Tacoma Groundwater Protection District, South Tacoma Neighborhood Plan, and other South Tacoma planning activities

During the October 22nd meeting, council Member Walker asked for an explanation of how the South Tacoma Groundwater Protection District, South Tacoma Neighborhood Plan, and other South Tacoma planning activities interact, overlap, or are coordinated.

Staff Response

There are multiple, concurrent planning efforts going on in South Tacoma. Planning and Development Services (PDS) is coordinating these efforts but recognizes that it can be difficult to track what each of them are, what issues are being addressed in each one, and how they relate to each other. PDS has regular internal and external stakeholder meetings to support this critical coordination and ensure the projects are not duplicating efforts while informing each other appropriately.

To demonstrate this coordination, earlier this year, the City held a series of three "Spotlight South Tacoma" community meetings. Those meetings brought together PDS staff, along with other City staff from Public Works, Environmental Services, Tacoma Water, Office of Strategy, and others, together with partners from South Transit, MetroParks Tacoma, and Tacoma-Pierce County Health Department to talk about the various projects and efforts in South Tacoma and gather input from the community. The graphic below was created to support the Spotlight South Tacoma community meetings and identifies many of these projects. As the City approaches some key milestones in the next couple of months—the initial drafts of the updated South Tacoma Groundwater Protection Code and the South Tacoma Way Neighborhood Plan—staff will be working with Media and Communications staff to put together a revised, simplified message about the relationship between these projects.

What's Happening in South Tacoma



★ Current opportunity for you to share feedback

Regarding these two key PDS projects, here is a simplified breakdown of the focus of each:

- South Tacoma Groundwater Protection District (STGPD) Code Update – the focus is on the entire groundwater protection district, which covers most of South Tacoma and extends beyond it. The focus is on codes relates to groundwater protection, including regulations for high impact uses, storage of hazardous materials, stormwater infiltration for aquifer recharge, impervious surfaces, and trees and urban forestry standards. This effort will result in zoning and code changes that affect new development in the STGPD.
- South Tacoma Way Neighborhood Plan – the focus is on and around the 56th & South Tacoma Mixed-Use Center. The focus is on implementation actions to support the Comp Plan vision, covering a wide variety of community development topics, including those related to all five of the main categories listed above (Mobility & Accessibility, Economy, Livability & Affordability, Identity, and Sustainability, Health & Wellbeing). This effort will not include zoning or code changes.

5. Home in Tacoma Impacts

During the October 22nd meeting, Council Member Daniels asked for an explanation of how we project the impacts of Home in Tacoma.

Staff Response

The primary tool used to evaluate the impacts of the Home in Tacoma proposals was the creation of an Environmental Impact Statement (EIS). The EIS, which was led by a consultant team, evaluated the potential significant impacts of the project on a broad variety of topics, including environmental health, traffic, infrastructure and public services, cultural and historic resources, and consistency with regional and local planning policies. The Draft EIS was issued in February 2024, with a month-long comment period. The Final EIS, which was issued in August 2024, anticipates both positive and negative impacts from the project and identifies a range of actions the City could pursue to reduce negative impacts and promote the project goals. The EIS, along with other studies, including a Health Impact Assessment, Financial Feasibility Analysis, Market Study, and Site Plan Testing Report, was used by the Planning Commission to inform their recommendations. Here are links to the FEIS documents:

- [Final EIS](#) (warning, it's about 400 pages long)
- [Final EIS Summary Sheet](#) (this is the easiest place to see the basic process and findings)

PDS regularly tracks permitting and economic trends, both in Tacoma and in the region, to help plan for budget, fees, and staffing out over multiple biennia. We certainly expect more permits and more complicated reviews, because of the new development being allowed (and the economic analysis done as part of Home in Tacoma), the additional regulations that are part of the package (particularly the landscaping and tree requirements), and the challenging coordination necessary to address more compact and/or dense middle-housing developments (particularly with infrastructure). The majority of the PDS staffing impact is expected to be in the residential review group, as the department expects that group to see 2x-3x more permits (from about 150 to 300-450). As a result, PDS is expanding the scope of our residential review group to take on much of this new middle housing development so that the department can build on the successes of that group in providing enhanced and quicker service for residential customers. PDS started bolstering that group in the mid-biennial budget process and are planning to retain (but not yet fill) some vacant positions into the next biennium so that the department can react if permitting activity exceeds expectations and additional resources are needed. For these same reasons, PDS also plans to initiate a fee study later in 2025.

Neighborhood & Community Services (NCS)

6. Senior Services

During the October 22nd meeting, Mayor Woodards asked for some clarification regarding the transition of senior services from NCS to Metro Parks Tacoma.

Staff Response

Linda Robson with MCO sent the Mayor an email on October 24, 2024, at 4:24pm outlining the talking points for the senior transition, including the dates Metro Parks Tacoma would be at the centers.

Metro Parks Tacoma will be visiting seniors at the Beacon and Lighthouse locations on the following dates/times:

Beacon

- Monday, November 4 from 10 AM to noon
- Monday, December 9 from 10 AM to noon
- Wednesday, December 11 from 10 AM to noon

Lighthouse

- Wednesday, November 6 from 10 AM to noon
- Tuesday, December 3 from 10 AM to noon
- Thursday, December 12 from 10 AM to noon

Initial discussions with seniors and with Council Members have pointed to transportation, meals, and fees as priority issues to address in this proposed transition, as well as access to unprogrammed time and space for seniors to simply connect with one another. As of late October 2024, NCS is actively negotiating the specifics of the senior services partnership, including these priority issues.

The City of Tacoma and the Neighborhood and Community Services (NCS) Department are committed to pursuing smart, strategic partnerships with other agencies and local jurisdictions that benefit all parties with more cost-effective and higher quality services for our Tacoma-area community members. To that end, NCS is in active discussions with Metro Parks Tacoma to partner and combine senior services, programming, and activities.

Metro Parks Tacoma currently operates four community centers and provides senior programming at those locations for Tacoma-area seniors who are over the age of 50. This partnership is expected to achieve several key goals:

- Enhance the activity and program offerings to Tacoma-area seniors with a wider variety of classes, workshops, activities, etc.
- Expand the reach of senior services in Tacoma to more people (age 50+ vs. age 60+ currently)
- Expand the reach of senior services in Tacoma to more places (four locations vs. two locations) at facilities that are more easily accessible using public transportation options
- Future uses will be in alignment with Council priorities and could include affordable and/or supportive housing or facility space for critical City operations
- This partnership also offers the potential for some operational cost savings and significant long-term facility maintenance savings.

7. Violence Reduction and Prevention

During the October 22nd meeting, Council Member Walker asked for an explanation of whether funds been given out to local organizations working towards violence reduction and prevention.

Staff Response

The recommended funding awards for RFP NC24-0136F are outlined below for Council's review and reference. On the top left is the amount available and requested in each bucket. Toward the bottom right will be a listing of the total amount allocated in each bucket. These recommendations were presented to Community Vitality and Safety Committee on September 26, 2024. Contract amounts over \$500,000 will come before the full Council for approval.

NCS Equitable Food Access 2025-2026 Allocations

Equitable Food Access (\$271k available, \$3.1M requested)								
25-26 contract investment outside this RFP: \$0								
Agency	Program	Final Application Score	Amount Requested	Total GF Allocation	Total MHSUD Allocation	Total Allocation	Minimum Request	23-24 Contract Amount
Emergency Food Network of Tacoma and Pierce County	Food Distribution	90.00	\$ 500,000.00	\$ 83,932.00	\$ -	\$ 83,932.00	\$ 50,000.00	\$317,850
St Leo's Food Connection	Food Bank	87.60	\$ 160,000.00	\$ 55,000.00	\$ -	\$ 55,000.00	No indication	\$41,200
St Leo's Food Connection	Children's Feeding Program	86.80	\$ 160,000.00	\$ 52,000.00	\$ -	\$ 52,000.00	No indication	\$41,200
Food is Free Washington	FIG Food Independence Garden	86.20	\$ 140,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	na
Greater Destiny 253	Compassion Community Food Pantry and Beyond the Walls	86.20	\$ 411,880.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 75.00	na
Making A Difference Foundation	Eloise's Cooking Pot Food Bank	85.00	\$ 200,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$106,950*
Nourish Pierce County	Funding for Nourish Southeast Tacoma	84.60	\$ 125,828.57	\$ -	\$ -	\$ -	\$ 106,954.28	\$112,100
Making A Difference Foundation	Eloise's Cooking Pot Food Bank Delivery Program	83.60	\$ 200,000.00	\$ 25,000.00	\$ -	\$ 25,000.00	\$ 25,000.00	\$106,950*
My Sister's Pantry	My Sister's Pantry	83.00	\$ 240,000.00	\$ -	\$ -	\$ -	\$ 120,000.00	na
Urban Grace	Community Breakfast Program	81.00	\$ 105,295.00	\$ -	\$ -	\$ -	\$ 1.00	na
The Brotherhood R.I.S.E. Center	Creating Access to Food Equity in Hilltop (The C.A.F.E. Project)	79.20	\$ 831,512.00	\$ -	\$ -	\$ -	\$ 500,000.00	\$184,000
			\$ 3,074,515.57	\$ 270,932.00	\$ -	\$ 270,932.00		

New applicants

*Total for both programs

Funding Source	Amt Available	Amt Allocated
GF	\$ 270,932.00	\$ 270,932.00

NCS Housing 2025-2026 Allocations

Housing (\$3.2M available, \$8.5M requested)									
25-26 contract investment outside this RFP: \$0									
Agency	Program	Final Application Score	Amount Requested	Total GF Allocation	Total MHSUD Allocation	Total HB1590 Allocation	Total Allocation	Minimum Request	23-24 Contract Amount
Exodus Housing	Rapid Re-Housing DV	84.75	\$ 200,000.00	\$ 177,326.00	\$ -	\$ -	\$ 177,326.00	\$ 50,000.00	\$40,000
Metropolitan Development Council	Avenue Apartments Permanent Supportive Housing	83.75	\$ 513,197.00	\$ -	\$ 153,981.00	\$ 282,236.00	\$ 436,217.00	\$ 234,559.00	\$422,625
Tacoma Slavic Association	Rental Assistance and Housing Stability Program	82.75	\$ 1,000,000.00	\$ 500,000.00	\$ -	\$ -	\$500,000*	\$ 500,000.00	na
Associated Ministries	Youth Host Homes	82.00	\$ 223,048.00	\$ 111,524.00	\$ -	\$ -	\$111,524**	\$ 167,286.00	\$182,388
Korean Women's Association	KWA 15th & Tacoma Senior Housing	81.75	\$ 141,920.00	\$ -	\$ -	\$ 70,960.00	\$ 70,960.00	\$ 25,000.00	na
New Phoebe House Association	Phoebe First, Family, Forward, and Forever	81.25	\$ 300,364.00	\$ -	\$ -	\$ -	\$ -	\$ 1.00	\$128,927
Mercy Housing Northwest	Service-Enriched Housing	79.50	\$ 100,000.00	\$ -	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 30,000.00	\$60,000
Where Do They Go Foundation	Housing and Treatment Combination Program	79.00	\$ 1,022,662.00	\$ -	\$ 766,996.50	\$ -	\$766,996.50*	\$ 766,996.50	\$32,033
Valeo Vocation	Calyx Community Workforce Attainable Housing- Calyx Community @ MLK and Calyx Couple's Community @ Alzheimer	78.50	\$ 900,000.00	\$ -	\$ -	\$ -	\$ -	\$ 300,000.00	na
The Tenants Union of WA	Tenant Education Program	77.50	\$ 70,000.00	\$ -	\$ -	\$ -	\$ -	\$ 17,500.00	na
CJK Community Homes	Mental Health Services and Peer Supports for At-Risk-For-Homeless Tacoma Residents	76.25	\$ 200,000.00	\$ -	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100,000.00	\$32,033
AHAT Homecare	Linkages	75.50	\$ 166,050.00	\$ -	\$ 80,000.00	\$ -	\$ 80,000.00	\$ 80,000.00	\$132,000
Progress House Association	The CHANGE Program	74.25	\$ 1,000,000.00	\$ -	\$ 250,000.00	\$ -	\$ 250,000.00	\$ 250,000.00	na
Greater Lakes Mental Health Care	Forensic Mental Health	73.50	\$ 220,000.00	\$ -	\$ 27,500.00	\$ -	\$ 27,500.00	\$ 27,500.00	\$220,000
Metropolitan Development Council	Housing First	73.25	\$ 255,838.00	\$ -	\$ -	\$ 230,254.00	\$ 230,254.00	\$ 230,254.00	\$215,000
Low Income Housing Institute	Heron Apartments	73.00	\$ 683,100.00	\$ -	\$ -	\$ 341,550.00	\$ 341,550.00	\$ 341,550.00	na
Shiloh Baptist Church	Shiloh New Life Apartments	72.25	\$ 180,000.00	\$ -	\$ -	\$ 125,000.00	\$ 125,000.00	\$ 125,000.00	na
Multicultural Child & Family Hope Center	Multicultural Homelessness Prevention and Housing Navigation Program	72.00	\$ 245,990.00	\$ -	\$ 122,995.00	\$ -	\$ 122,995.00	\$ 122,995.00	\$57,500
Associated Ministries	Adult Home Sharing	69.50	\$ 200,930.00	\$ -	\$ -	\$ -	\$ -	\$ 150,698.00	\$179,984
Low Income Housing Institute	Aspen Court - Services for Asylum Seekers	68.75	\$ 940,500.00	\$ -	\$ -	\$ -	\$ -	\$ 450,000.00	na
			\$ 8,563,599.00	\$ 788,850.00	\$ 1,401,472.50	\$ 1,200,000.00	\$ 3,390,322.50		

*Staff recommendation (One-year contract for half the allocated amount, second year contingent on performance)

**Staff recommendation (added after CVS presentation)

New applicants

Funding Source	Amt Available	Amt Allocated
GF	\$ 677,326.00	\$ 788,850.00
MHSUD	\$ 1,363,166.00	\$ 1,401,472.50
HB1590	\$ 1,200,000.00	\$ 1,200,000.00

NCS Encampment Response 2025-2026 Allocations

Encampment Response (\$500k available, \$4M requested)								
25-26 contract investment outside this RFP: \$0								
Agency	Program	Final Application Score	Amount Requested	Total GF Allocation	Total MHSUD Allocation	Total Allocation	Minimum Request	23-24 Contract Amount
Pacific NW Bio LLC	Encampment Response	84.00	\$ 665,280.00	\$ -	\$ 332,640.00	\$ 332,640.00	\$ 332,640.00	\$200,000
The Rescue Mission	Street Outreach	76.50	\$ 335,320.80	\$ -	\$65,000*	\$65,000*	\$ 251,490.60	\$208,302
Making A Difference Foundation	Transitions Backpack Program	76.25	\$ 100,000.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 25,000.00	\$96,800
SKOOLIE FOUNDATION	Skoolie Hygiene Havens Program	75.75	\$ 1,000,000.00	\$ -	\$ 75,000.00	\$ 75,000.00	\$ 25,000.00	na
FOB Hope	Homeless Outreach Program	74.50	\$ 1,314,278.00	\$ -	\$ -	\$ -	\$ 961,821.00	na
The Brotherhood R.I.S.E. Center	The Harvest Project	71.00	\$ 640,552.00	\$ -	\$ -	\$ -	\$ 400,000.00	na
			\$ 4,055,430.80	\$ -	\$ 522,640.00	\$ 522,640.00		

*Staff recommendation (6-month contract)

New applicant

Funding Source	Amt Available	Amt Allocated
MHSUD	\$ 500,000.00	\$ 522,640.00

NCS Complementary Services 2025-2026 Allocations

Complementary Services (\$300k available, \$5.8M requested)									
25-26 contract investment outside this RFP: \$0									
Agency	Program	Final Application Score	Amount Requested	Total GF Allocation	Total MHSUD Allocation	Total Allocation	Minimum Request	23-24 Contract Amount	
St. Vincent de Paul Tacoma, Pierce County	Community Resource Center	84.50	\$ 454,000.00	\$ -	\$ 227,000.00	\$ 227,000.00	\$ 110,000.00	na	
Comprehensive Life Resources	Making Connections	83.50	\$ 311,404.00	\$ -	\$ 77,204.00	\$ 77,204.00	\$ 75.00	\$310,883	
Tacoma Community House/The Reach Center	Career Pathways	81.50	\$ 89,609.69	\$ -	\$ -	\$ -	\$ 67,207.27	\$70,000	
Arms Around You	Community Resource Navigation Program	80.00	\$ 160,000.00	\$ -	\$ -	\$ -	\$ -	na	
Valeo Vocation	Transitional Employment Pathways	78.50	\$ 2,648,295.00	\$ -	\$ -	\$ -	\$ 662,074.00	\$500,000	
South End Neighborhood Council	Healthy Hosmer Initiative	78.25	\$ 72,800.00	\$ -	\$ -	\$ -	\$ 70,000.00	na	
Lutheran Community Services Northwest	LCSNW Employment and Housing Program	76.50	\$ 1,388,495.00	\$ -	\$ -	\$ -	\$ 500,000.00	na	
Brotherhood R.I.S.E Center of Hilltop	The Hilltop Hope Project: A Pathway to Ending Homelessness	73.50	\$ 717,554.00	\$ -	\$ -	\$ -	\$ 358,777.00	na	
			\$ 5,842,157.69	\$ -	\$ 304,204.00	\$ 304,204.00			

New applicants

Funding Source	Amt Available	Amt Allocated
MHSUD	\$ 304,204.00	\$ 304,204.00

NCS Domestic Violence 2025-2026 Allocations

Domestic Violence (\$400k available, \$2.9M requested)								
25-26 contract investment outside this RFP: \$840,000								
Agency	Program	Final Application Score	Amount Requested	Total GF Allocation	Total MHSUD Allocation	Total Allocation	Minimum Request	23-24 Contract Amount
Rebuilding Hope Sexual Assault Center	Comprehensive Continuum of Prevention and Intervention against Sexual Violence in Tacoma	84.80	\$ 350,000.00	\$ -	\$ 300,000.00	\$ 300,000.00	\$ 300,000.00	\$300,000
Our Sisters' House	Sisters Seeking Change	83.60	\$ 200,000.00	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 60,000.00	na
YWCA Pierce County	Relationship Violence Prevention	83.20	\$ 394,507.00	\$ -	\$ -	\$ -	\$ 98,627.00	na
Pierce County Alliance	Domestic Violence Intervention Treatment	82.00	\$ 501,600.00	\$ -	\$ -	\$ -	\$ 125,400.00	na
bEWell Consulting/Harvest Intervention Services	Safe Space	75.80	\$ 497,500.00	\$ -	\$ -	\$ -	\$ 122,000.00	na
Take Charge Credit Counseling	Financial Flows	72.80	\$ 1,000,000.00	\$ -	\$ -	\$ -	\$ 100,000.00	na
			\$ 2,943,607.00	\$ -	\$ 400,000.00	\$ 400,000.00		

New applicants

Funding Source	Amt Available	Amt Allocated
MHSUD	\$ 400,000.00	\$ 400,000.00

NCS BRAYVE 2025-2026 Allocations

BRAYVE (\$1.4M available, \$12M requested)								
25-26 contract investment outside this RFP: \$1.7M								
Agency	Program	Final Application Score	Amount Requested	Total GF Allocation	Total MHSUD Allocation	Total Allocation	Minimum Request	23-24 Contract Amount
Boys & Girls Clubs of South Puget Sound	Social-Emotional Learning Programs in Hilltop, Eastside, North End, and South Tacoma	90.80	\$ 150,000.00	\$ 103,747.00	\$ -	\$ 103,747.00	\$ 80,000.00	na
Tacoma Housing Development Group (Tacoma Housing Authority)	Salishan Community Builder	90.80	\$ 130,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ 15,000.00	\$110,000
Imagine Justice Project (fiscally sponsored by Tacoma Boat Builders)	Youth Violence Prevention AmeriCorps Program	90.00	\$ 587,484.00	\$ 100,000.00	\$ -	\$ 100,000.00	\$ 100,000.00	na
Hilltop Artists in Residence	Hilltop Artists Out-of-School-Time Glass Arts and Outreach for At-Risk Youth	89.60	\$ 180,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	\$100,000
Asia Pacific Cultural Center	Promised Leaders of Tomorrow (PLOT) Youth Program	88.50	\$ 138,570.00	\$ 69,285.00	\$ -	\$ 69,285.00	\$ 69,285.00	\$51,500
Tacoma Arts Live	LENS Project (Learn Empathy, Negotiation, and Self) - A Violence Prevention Program	87.60	\$ 494,231.00	\$ 370,000.00	\$ -	\$370,000.00*	\$ 370,000.00	na
Big Brothers Big Sisters of Puget Sound	Big Brothers Big Sisters of Puget Sound's BRAVE program	87.20	\$ 1,062,502.00	\$ 300,000.00	\$ -	\$300,000.00*	\$ 300,000.00	\$139,050
Tacoma Community Boat Builders DBA Tacoma Boat Builders	Opportunities for Court Connected Youth	86.30	\$ 90,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	\$50,000
YMCA of Pierce and Kitsap Counties	Youth Violence Prevention Initiative	85.40	\$ 350,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	na
Greater Destiny 253	Creative Healing - Integrating Music and Art Therapy	84.80	\$ 453,280.00	\$ -	\$ 100,000.00	\$ 100,000.00	\$ 100.00	na
BYTM Building Youth Through Music DBA WayOut Kids	WayOut Kids Violence Prevention Program	83.40	\$ 175,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	na
Communities In Schools of Tacoma	FREE 253	82.80	\$ 400,000.00	\$ -	\$ -	\$ -	\$ 200,000.00	na
Metropolitan Development Council	CHOOSE 180 School-Based Diversion	82.40	\$ 350,351.00	\$ -	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	na
Safe Streets	Health is Wealth	82.40	\$ 404,000.00	\$ -	\$ -	\$ -	\$ 101,000.00	na
Consejo Counseling and Referral Services	Youth & Young Adult Violence Prevention & Intervention Services	81.40	\$ 410,000.00	\$ -	\$ 180,466.00	\$ 180,466.00	\$ -	\$194,670
TeamChild	TeamChild	81.00	\$ 552,328.00	\$ -	\$ -	\$ -	\$ 130,000.00	\$200,000
Youth Advocate Programs (YAP®), Inc.	YAP Pursuing Excellence™	80.60	\$ 2,147,300.00	\$ -	\$ -	\$ -	\$ 1,073,650.00	na
Mi Chiantla	Violence and Substance Use Prevention for BIPOC Middle and High School students at Eastside Tacoma	80.60	\$ 394,593.00	\$ -	\$ -	\$ -	\$ 98,648.00	na
Krownless Kings	The 253 Cease Fire Project	80.20	\$ 100,000.00	\$ -	\$ -	\$ -	\$ 40,000.00	na
Tacoma Urban League	Male Involvement Program (MIP)/Innovative Change Makes (ICM) Young Kings After School Program	80.20	\$ 200,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	\$170,000
Build 2 Lead	Civic Champions	79.40	\$ 300,000.00	\$ -	\$ -	\$ -	\$ 225,000.00	na
Pearl Foundation of Puget Sound	Passport to Manhood	76.80	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 10,000.00	na
Children of Light Community Center	Girls Hearts on Fire: T.R.U.E. Essence	75.00	\$ 795,000.00	\$ -	\$ -	\$ -	\$ 50.00	\$510,000
Build 2 Lead	"Closing the G.A.P"	72.40	\$ 400,000.00	\$ -	\$ -	\$ -	\$ 200,000.00	na
Journeymen Institute	Circles in Schools	71.60	\$ 410,000.00	\$ -	\$ -	\$ -	\$ 205,000.00	na
Tacoma Special Education PTA	Equity and Inclusion Bullying Prevention Program	71.00	\$ 225,000.00	\$ -	\$ -	\$ -	\$ 56,250.00	na
Brotherhood R.I.S.E Center of Hilltop	Raise A Child Project	70.80	\$ 1,015,559.00	\$ -	\$ -	\$ -	\$ 507,779.00	na
Swan Creek Art Academy	Swan Creek Mobile Art & Music Studio	64.00	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 15,000.00	na
			\$ 11,995,198.00	\$ 1,023,032.00	\$ 370,466.00	\$ 1,393,498.00		

*Staff recommendation (One-year contract for half the allocated amount, second year contingent on performance)

New applicants

Funding Source	Amt Available	Amt Allocated
GF	\$ 1,023,032.00	\$ 1,023,032.00
MHSUD	\$ 370,466.00	\$ 370,466.00

NCS Health and Health Care 2025-2026 Allocations

Health & Health Care (\$1.3M available, \$6M requested)								
25-26 contract investment outside this RFP: \$3M								
Agency	Program	Final Application Score	Amount Requested	Total GF Allocation	Total MHSUD Allocation	Total Allocation	Minimum Request	23-24 Contract Amount
Consejo Counseling and Referral Services	Integrated Whole Person Care Program	90.80	\$ 490,000.00	\$ -	\$ 245,000.00	\$ 245,000.00	\$ -	na
Children's International Health Relief	Free Dental Services for Low-Income BIPOC in the City of Tacoma	90.80	\$ 100,000.00	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -	na
Multicultural Child & Family Hope Center	The Tacoma Recovery Center	90.50	\$ 221,990.00	\$ -	\$ 110,995.00	\$ 110,995.00	\$ 110,995.00	\$108,111
Seneca Family of Agencies	Mental Health Services for Tacoma Public Schools	90.20	\$ 685,008.00	\$ -	\$ -	\$ -	\$ 342,504.00	na
First Five Fundamentals	Family Connects Pierce County	90.00	\$ 589,706.00	\$ 54,000.00	\$ 54,000.00	\$ 108,000.00	\$ 108,000.00	\$108,112
Friends of the Children-Tacoma	Professional Mentoring for Improved Long-Term Health Outcomes	89.80	\$ 100,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 30,000.00	na
YWCA Pierce County	Therapeutic Services for Survivors of Domestic Violence	89.40	\$ 161,617.00	\$ -	\$ 80,808.00	\$ 80,808.00	\$ 80,808.00	na
Sea Mar Community Health Centers	Sea Mar Tacoma Adult Treatment Center	89.40	\$ 290,370.00	\$ -	\$ 80,808.00	\$ 80,808.00	\$ 1.00	na
Pediatric Interim Care Center	Infant Withdrawal Program	89.40	\$ 70,000.00	\$ 9,447.00	\$ 25,553.00	\$ 35,000.00	\$ 35,000.00	\$70,000
Progress House Association	PHA Clubhouse	88.60	\$ 700,000.00	\$ 87,500.00	\$ -	\$ 87,500.00	\$ 87,500.00	na
Comprehensive Life Resources	Get Connected	87.40	\$ 506,516.00	\$ 120,000.00	\$ -	\$ 120,000.00	\$ 50.00	na
Tacoma Area Coalition of Individuals with Disabilities (TACID)	Wellness and Recovery Program	87.40	\$ 175,000.00	\$ 120,000.00	\$ -	\$ 120,000.00	\$ 120,000.00	\$40,220
Metropolitan Development Council	Withdrawal Management	87.25	\$ 179,551.00	\$ 125,685.00	\$ -	\$ 125,685.00	\$ 125,685.00	\$55,000
Korean Women's Association	Healthcare Navigation	86.70	\$ 124,800.00	\$ -	\$ -	\$ -	\$ 93,600.00	\$80,000
Metropolitan Development Council	Youth and Young Adult Substance Use Disorder Services	86.00	\$ 82,446.00	\$ -	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$85,588
Asia Pacific Cultural Center	Mental Health Program	85.80	\$ 287,560.00	\$ -	\$ -	\$ -	\$ 143,780.00	na
Asia Pacific Cultural Center	Asian American and Native Hawaiian/Pacific Islander (AANHPI) Senior Services Programming	84.80	\$ 50,000.00	\$ 30,000.00	\$ -	\$ 30,000.00	\$ 10,000.00	na
Oasis Youth Center	LGBTQ+ Holistic Care and Access	84.20	\$ 416,062.46	\$ 100,000.00	\$ -	\$100,000*	\$ 204,259.47	na
New Phoebe House Association	Phoebe Family Recovery, Reunification, and Resiliency Program	84.00	\$ 102,950.00	\$ 15,000.00	\$ 15,000.00	\$ 30,000.00	\$ 1.00	\$78,560
United Way of Pierce County	South Sound 211	82.80	\$ 50,000.00	\$ 37,500.00	\$ -	\$ 37,500.00	\$ 37,500.00	\$50,000
Positive One Connections Company	Positive One Connections Company Work Ethic Internship	80.20	\$ 240,000.00	\$ -	\$ -	\$ -	\$ 30,000.00	na
Tacoma Housing Authority	Community Wellness Program (Community Builder for Health and Wellbeing)	78.80	\$ 130,000.00	\$ -	\$ -	\$ -	\$ 15,000.00	na
Bailey & Bailey Counseling	School Based Mental Health Counseling in Tacoma Public Schools	75.40	\$ 278,000.00	\$ -	\$ -	\$ -	\$ 72,000.00	na
			\$ 6,031,576.46	\$ 779,132.00	\$ 662,164.00	\$ 1,441,296.00		

*Staff recommendation

New applicants

Funding Source	Amt Available	Amt Allocated
GF	\$ 702,665.00	\$ 779,132.00
MHSUD	\$ 662,164.00	\$ 662,164.00

Tacoma City Council Constituent Intake Website Data Report: 10/30/2024

Project Overview

The new Constituent intake Website went live on October 2nd, 2024. The objective of this tool is to aid Council Members when answering constituent inquiries. Specifically, when more than one Council Member is included on the inquiry.

The Constituent Intake Website helps to identify a primary Council Member and the address/district of the constituent or concern. Our objectives are to increase belief and trust with the community and provide Council Members with data analysis of constituent inquiries.

Currently, the Constituent Intake Website will provide data on the total number of submissions, submissions by district (identified by the address entered), and the topic of inquiries. Currently, there are not enough submissions to show meaningful data in all these categories. Additionally, we are only able to capture data from inquiries submitted through the intake form and not if they contact the Council Member directly. The data we can provide is included below.

Data Key

The data below is an accumulation of all data received since the launch of the website on October 2, 2024.

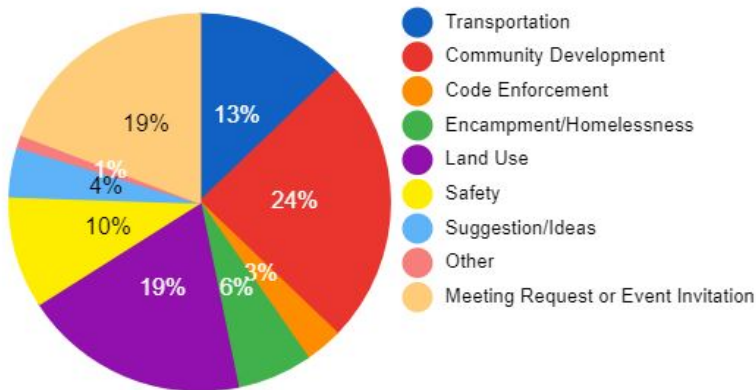
Total by District: This data is based on the address submitted by the constituent.

Topic Categories: These are overarching categories based on the topic and information provided by the constituent.

Total Submissions: The total number of submissions received since the launch on October 2, 2024.

Submissions that include more than one Council Member: Includes any requests where one or more additional Council Members are selected.

Category Codes



Total Request Submissions

101

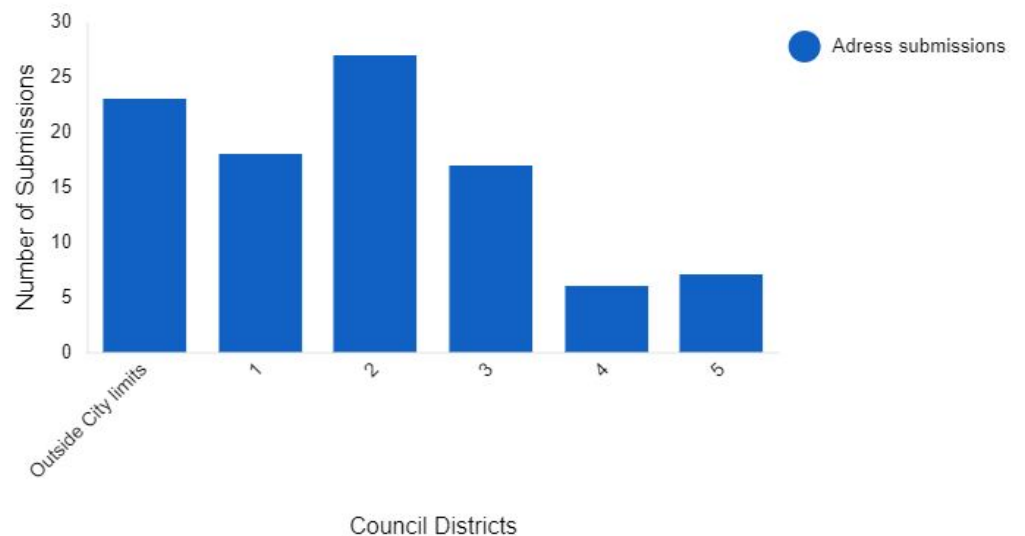
Request Submissions

81

Requests including +1
Council Members

Total by District

Submissions by Council District



Contact: Karyssa Mathison, Constituent Relations Analyst
kmathison@cityoftacoma.org





MEETINGS FOR THE WEEK OF NOVEMBER 4, 2024 THROUGH NOVEMBER 8, 2024

TIME	MEETING	LOCATION
MONDAY, NOVEMBER 4, 2024		
5:30 PM	Human Rights Commission Study Session – SPECIAL MEETING	747 Market St., Municipal Bldg., Conf. Rm. 138 Join Zoom Meeting at: https://zoom.us/j/81908915518 Meeting ID: 819 0891 5518
5:30 PM	Tacoma Creates Advisory Board	747 Market St., Municipal Bldg., Conf. Rm. 248 Join Zoom Meeting at: https://zoom.us/j/94324392168 Telephonic: Dial 253-215-8782 Meeting ID: 943 2439 2168 Passcode: 143397
6:00 PM	Citizen Commission on Elected Salaries	747 Market St., Municipal Bldg., Conf. Rm. 243 Join Zoom Meeting at: https://zoom.us/j/98591418685 Telephonic: Dial 253-215-8782 Meeting ID: 985 9141 8685 Passcode: 105989
6:00 PM	Human Rights Commission – SPECIAL MEETING	747 Market St., Municipal Bldg., Conf. Rm. 138 Join Zoom Meeting at: https://zoom.us/j/81908915518 Meeting ID: 819 0891 5518
TUESDAY, NOVEMBER 5, 2024		
9:00 AM	Hearing Examiner's Hearing*	747 Market St., Municipal Bldg., Council Chambers Visit www.cityoftacoma.org/hearingexaminer
9:00 AM	Police Pension/Disability Board	3628 S. 35th St., Public Utilities Bldg., ABN-Ground Floor, Retirement Conf. Rm. Join Zoom Meeting at: https://zoom.us/j/86309639383 Telephonic: Dial 253-215-8782 Meeting ID: 863 0963 9383 Passcode: 521502
10:00 AM	Government Performance and Finance Committee	747 Market St., Municipal Bldg., Conf. Rm. 248 Join Zoom Meeting at: https://zoom.us/j/84416690206 Telephonic: Dial 253-215-8782 Meeting ID: 844 1669 0206 Passcode: 614650
11:15 AM	Bid Opening**	Visit www.tacomapurchasing.org
NOON	City Council Study Session	747 Market St., Municipal Bldg., Council Chambers Join Zoom Meeting at: https://zoom.us/j/89496171192 Telephonic: Dial 253-215-8782 Meeting ID: 894 9617 1192 Passcode: 896569
5:00 PM	City Council Meeting	747 Market St., Municipal Bldg., Council Chambers Join Zoom Meeting at: https://zoom.us/j/84834233126 Telephonic: Dial 253-215-8782 Meeting ID: 848 3423 3126 Passcode: 349099
WEDNESDAY, NOVEMBER 6, 2024		
5:00 PM	Planning Commission	747 Market St., Municipal Bldg., Council Chambers Join Zoom Meeting at: https://zoom.us/j/84416624153 Telephonic: Dial 253-215-8782 Meeting ID: 844 1662 4153
6:00 PM	Community's Police Advisory Committee – SPECIAL MEETING	747 Market St., Municipal Bldg., Conf. Rm. 243 Join Zoom Meeting at: https://zoom.us/j/85061604917 Telephonic: Dial 253-215-8782 Meeting ID: 850 7623 3615 Passcode: 889454

THURSDAY, NOVEMBER 7, 2024

9:00 AM	Hearing Examiner's Hearing*	747 Market St., Municipal Bldg., Council Chambers Visit www.cityoftacoma.org/hearingexaminer
10:00 AM	Fire Pension/Disability Board	3628 S. 35th St., Public Utilities Bldg., ABN-Ground Floor, Retirement Conf. Rm. Join Zoom Meeting at: https://zoom.us/j/88629750418 Telephonic: Dial 253-215-8782 Meeting ID: 886 2975 0418 Passcode: 169592
5:00 PM	Civil Service Board Meeting and Study Session	747 Market St., Municipal Bldg., Council Chambers Join Zoom Meeting at: https://zoom.us/j/85371075182 Telephonic: Dial 253-215-8782 Meeting ID: 853 7107 5182 Passcode: 657068

FRIDAY, NOVEMBER 8, 2024

8:00 AM	Joint Municipal Action Committee Quarterly Meeting	747 Market St., Municipal Bldg., Conf. Rm. 248 Join Zoom Meeting at: https://zoom.us/j/84064886981 Telephonic: Dial 253-215-8782 Meeting ID: 840 6488 6981
10:00 AM	City Council Study Session – SPECIAL MEETING	747 Market St., Municipal Bldg., Council Chambers Join Zoom Meeting at: https://zoom.us/j/89496171192 Telephonic: Dial 253-215-8782 Meeting ID: 894 9617 1192 Passcode: 896569
4:00 PM	Tacoma Area Commission on Disabilities	747 Market St., Municipal Bldg., Conf. Rm. 248 Join Zoom Meeting at: https://zoom.us/j/6644868913 Telephonic: Dial 253-215-8782 Meeting ID: 664 486 8913 Passcode: Equity



Meeting sites are accessible to people with disabilities. People with disabilities requiring special accommodations should contact the appropriate department(s) 48 hours prior to the meeting time.

* Hearing Examiner's Hearings and Local Improvement District Meetings meet on an as-needed basis. Contact the Hearing Examiner's Office at 253-591-5195 to confirm whether a meeting will be held this week. Hearings may be held at various times throughout the day.

** Bid Opening will be held on an as-needed basis. Contact the Finance Procurement and Payables Office at 253-502-8468 or www.tacomapurchasing.org to confirm whether Bid Opening will be held.



Citywide Weekly Briefing for 21 October 2024 to 27 October 2024

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	21-Oct-2023	21-Oct-2024	30-Sep-2023	30-Sep-2024	01-Jan-2023	01-Jan-2024			
	27-Oct-2023	27-Oct-2024	27-Oct-2023	27-Oct-2024	27-Oct-2023	27-Oct-2024			
Persons	94	77	366	355	3690	3626	18.1% ▼	3.0% ▼	1.7% ▼
Assault	86	68	334	324	3350	3299	20.9% ▼	3.0% ▼	1.5% ▼
Homicide <i>(doesn't include Negligent/Justifiable)</i>	1	0	2	1	24	18	100.0% ▼	50.0% ▼	25.0% ▼
Kidnapping/Abduction	1	2	8	10	78	87	100.0% ▲	25.0% ▲	11.5% ▲
Sex Offenses, Forcible	6	7	22	20	236	220	16.7% ▲	9.1% ▼	6.8% ▼
Property	544	327	2054	1440	20676	16449	39.9% ▼	29.9% ▼	20.4% ▼
Arson	2	1	7	4	103	96	50.0% ▼	42.9% ▼	6.8% ▼
Burglary/Breaking and Entering	38	29	111	125	1327	1268	23.7% ▼	12.6% ▲	4.4% ▼
Counterfeiting/Forgery	4	0	4	1	40	48	100.0% ▼	75.0% ▼	20.0% ▲
Destruction/Damage/Vandalism of Property	161	86	584	408	5351	4518	46.6% ▼	30.1% ▼	15.6% ▼
Fraud	12	11	46	46	504	502	8.3% ▼	0.0%	0.4% ▼
Larceny/Theft	183	150	735	641	7164	6755	18.0% ▼	12.8% ▼	5.7% ▼
Motor Vehicle Theft	120	40	456	172	5179	2604	66.7% ▼	62.3% ▼	49.7% ▼
Robbery	14	4	53	20	514	347	71.4% ▼	62.3% ▼	32.5% ▼
Stolen Property	10	3	53	14	421	251	70.0% ▼	73.6% ▼	40.4% ▼
Society	25	18	64	65	418	576	28.0% ▼	1.6% ▲	37.8% ▲
Drug/Narcotic	20	14	39	43	151	338	30.0% ▼	10.3% ▲	123.8% ▲
Pornography/Obscene Material	0	0	1	0	13	11	0.0%	100.0% ▼	15.4% ▼
Prostitution	0	0	0	0	5	4	0.0%	0.0%	20.0% ▼
Weapon Law Violations	5	4	24	22	249	223	20.0% ▼	8.3% ▼	10.4% ▼
Citywide Totals	663	422	2484	1860	24784	20651	36.3% ▼	25.1% ▼	16.7% ▼

NC = Noncalculable

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 69.1% (47/68) of the Assaults were coded Simple Assault.
- There were 45 DV-related offenses.
- 77.8% (35/45) of the DV-related offenses were Persons.
- 47.1% (32/68) of the Assaults were DV-related.
- DV-related Offenses: 64 ↘ 45
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 76 ↘ 68

Top 5 Locations - Compared to last year

- 4502 S Steele St: 12 ↗ 21
- 3121 S 38th St: 1 ↗ 5
- 1302 S 38th St: 4 ↔ 4
- 7041 Pacific Ave: 0 ↗ 4
- 610 Puyallup Ave: 0 ↗ 4
- 1515 Commerce St: 0 ↗ 4
- 7250 Pacific Ave: 2 ↗ 4
- There were 3 additional locations with 4.

Top 5 Offense Locations - Compared to last year

- Parking Lot: 152 ↘ 85
- Street/Right Of Way: 117 ↘ 68
- Single Family Residence: 79 ↘ 54
- Apartment: 70 ↘ 39
- Restaurant/Fast Food Establishment: 11 ↗ 17



Sector 1 Weekly Briefing for 21 October 2024 to 27 October 2024

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	21-Oct-2023	21-Oct-2024	30-Sep-2023	30-Sep-2024	01-Jan-2023	01-Jan-2024			
	27-Oct-2023	27-Oct-2024	27-Oct-2023	27-Oct-2024	27-Oct-2023	27-Oct-2024			
Persons	31	26	92	91	935	935	16.1% ▼	1.1% ▼	0.0%
Assault	27	20	80	80	840	837	25.9% ▼	0.0%	0.4% ▼
Homicide (doesn't include Negligent/Justifiable)	0	0	0	0	5	6	0.0%	0.0%	20.0% ▲
Kidnapping/Abduction	1	2	5	3	19	27	100.0% ▲	40.0% ▼	42.1% ▲
Sex Offenses, Forcible	3	4	7	8	70	65	33.3% ▲	14.3% ▲	7.1% ▼
Property	120	77	528	383	4797	4524	35.8% ▼	27.5% ▼	5.7% ▼
Arson	1	1	4	1	42	46	0.0%	75.0% ▼	9.5% ▲
Burglary/Breaking and Entering	8	5	25	26	325	344	37.5% ▼	4.0% ▲	5.8% ▲
Counterfeiting/Forgery	2	0	2	0	10	3	100.0% ▼	100.0% ▼	70.0% ▼
Destruction/Damage/Vandalism of Property	44	27	172	126	1450	1562	38.6% ▼	26.7% ▼	7.7% ▲
Fraud	0	2	12	8	88	71	NC	33.3% ▼	19.3% ▼
Larceny/Theft	48	33	203	167	1571	1719	31.3% ▼	17.7% ▼	9.4% ▲
Motor Vehicle Theft	14	8	85	40	1093	628	42.9% ▼	52.9% ▼	42.5% ▼
Robbery	2	1	14	8	104	93	50.0% ▼	42.9% ▼	10.6% ▼
Stolen Property	1	0	11	3	98	42	100.0% ▼	72.7% ▼	57.1% ▼
Society	10	8	22	24	128	128	20.0% ▼	9.1% ▲	0.0%
Drug/Narcotic	9	6	15	18	59	78	33.3% ▼	20.0% ▲	32.2% ▲
Pornography/Obscene Material	0	0	0	0	1	3	0.0%	0.0%	200.0% ▲
Prostitution	0	0	0	0	4	1	0.0%	0.0%	75.0% ▼
Weapon Law Violations	1	2	7	6	64	46	100.0% ▲	14.3% ▼	28.1% ▼
Sector Totals	161	111	642	498	5860	5587	31.1% ▼	22.4% ▼	4.7% ▼

NC = Noncalculable

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 55.0% (11/20) of the Assaults were coded Simple Assault.
- There were 10 DV-related offenses.
- 80.0% (8/10) of the DV-related offenses were Persons.
- 35.0% (7/20) of the Assaults were DV-related.
- DV-related Offenses: 14 ↘ 10
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 25 ↔ 25

Top 5 Locations - Compared to last year

- 776 Commerce St: 0 ↗ 4
- 610 Puyallup Ave: 0 ↗ 4
- 1515 Commerce St: 0 ↗ 4
- 5016 Fairwood Blvd Ne: 1 ↗ 3
- 702 S 14th St: 2 ↗ 3
- 1302 Puyallup Ave: 3 ↔ 3
- 1300 E 25th St: 0 ↗ 3

Top 5 Offense Locations - Compared to last year

- Street/Right Of Way: 21 ↗ 35
- Parking Lot: 39 ↘ 27
- Apartment: 19 ↘ 14
- Service (Gas) Station: 5 ↘ 3
- Shelter/Mission: 2 ↗ 3
- Sidewalk: 7 ↘ 3
- Single Family Residence: 17 ↘ 3



Sector 2 Weekly Briefing for 21 October 2024 to 27 October 2024

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	21-Oct-2023	21-Oct-2024	30-Sep-2023	30-Sep-2024	01-Jan-2023	01-Jan-2024			
	27-Oct-2023	27-Oct-2024	27-Oct-2023	27-Oct-2024	27-Oct-2023	27-Oct-2024			
Persons	15	14	71	84	787	903	6.7% ▼	18.3% ▲	14.7% ▲
Assault	14	13	66	78	702	811	7.1% ▼	18.2% ▲	15.5% ▲
Homicide (doesn't include Negligent/Justifiable)	1	0	1	0	8	2	100.0% ▼	100.0% ▼	75.0% ▼
Kidnapping/Abduction	0	0	0	1	10	22	0.0%	NC	120.0% ▲
Sex Offenses, Forcible	0	1	4	5	67	67	NC	25.0% ▲	0.0%
Property	174	81	559	339	5767	4424	53.4% ▼	39.4% ▼	23.3% ▼
Arson	0	0	1	2	21	18	0.0%	100.0% ▲	14.3% ▼
Burglary/Breaking and Entering	7	9	24	33	329	290	28.6% ▲	37.5% ▲	11.9% ▼
Counterfeiting/Forgery	1	0	1	1	13	17	100.0% ▼	0.0%	30.8% ▲
Destruction/Damage/Vandalism of Property	53	21	166	93	1553	1210	60.4% ▼	44.0% ▼	22.1% ▼
Fraud	3	6	9	9	141	169	100.0% ▲	0.0%	19.9% ▲
Larceny/Theft	61	33	206	155	2117	1892	45.9% ▼	24.8% ▼	10.6% ▼
Motor Vehicle Theft	44	9	132	39	1400	719	79.5% ▼	70.5% ▼	48.6% ▼
Robbery	2	1	8	4	120	67	50.0% ▼	50.0% ▼	44.2% ▼
Stolen Property	3	0	9	1	50	27	100.0% ▼	88.9% ▼	46.0% ▼
Society	3	0	5	1	45	72	100.0% ▼	80.0% ▼	60.0% ▲
Drug/Narcotic	2	0	4	1	13	40	100.0% ▼	75.0% ▼	207.7% ▲
Pornography/Obscene Material	0	0	0	0	4	1	0.0%	0.0%	75.0% ▼
Prostitution	0	0	0	0	0	0	0.0%	0.0%	0.0%
Weapon Law Violations	1	0	1	0	28	31	100.0% ▼	100.0% ▼	10.7% ▲
Sector Totals	192	95	635	424	6599	5399	50.5% ▼	33.2% ▼	18.2% ▼

NC = Noncalculable

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 61.5% (8/13) of the Assaults were coded Simple Assault.
- There were 7 DV-related offenses.
- 85.7% (6/7) of the DV-related offenses were Persons.
- 38.5% (5/13) of the Assaults were DV-related.
- DV-related Offenses: 17 ↘ 7
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 22 ↘ 15

Top 5 Locations - Compared to last year

- 424 S J St: 2 ↗ 3
- 1781 N Jackson Ave: 0 ↗ 3
- 2817 N Warner St: 0 ↗ 3
- 1717 S Union Ave: 0 ↗ 2
- 222 N I St: 0 ↗ 2
- 655 N Rochester St: 0 ↗ 2
- 3320 S 23rd St: 3 ↘ 2
- There were 12 additional locations with 2

Top 5 Offense Locations - Compared to last year

- Single Family Residence: 18 ↗ 20
- Street/Right Of Way: 48 ↘ 14
- Apartment: 24 ↘ 9
- Medical/Dental/Hospital: 11 ↘ 5
- Church: 1 ↗ 5



Sector 3 Weekly Briefing for 21 October 2024 to 27 October 2024

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Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	21-Oct-2023	21-Oct-2024	30-Sep-2023	30-Sep-2024	01-Jan-2023	01-Jan-2024			
	27-Oct-2023	27-Oct-2024	27-Oct-2023	27-Oct-2024	27-Oct-2023	27-Oct-2024			
Persons	17	14	88	80	817	808	17.6% ▼	9.1% ▼	1.1% ▼
Assault	15	13	77	71	744	745	13.3% ▼	7.8% ▼	0.1% ▲
Homicide <i>(doesn't include Negligent/Justifiable)</i>	0	0	1	0	6	1	0.0%	100.0% ▼	83.3% ▼
Kidnapping/Abduction	0	0	3	3	24	18	0.0%	0.0%	25.0% ▼
Sex Offenses, Forcible	2	1	7	6	42	43	50.0% ▼	14.3% ▼	2.4% ▲
Property	138	95	538	413	5343	4085	31.2% ▼	23.2% ▼	23.5% ▼
Arson	1	0	1	0	15	15	100.0% ▼	100.0% ▼	0.0%
Burglary/Breaking and Entering	15	6	35	29	333	324	60.0% ▼	17.1% ▼	2.7% ▼
Counterfeiting/Forgery	1	0	1	0	12	15	100.0% ▼	100.0% ▼	25.0% ▲
Destruction/Damage/Vandalism of Property	34	23	139	114	1235	945	32.4% ▼	18.0% ▼	23.5% ▼
Fraud	5	1	10	15	143	140	80.0% ▼	50.0% ▲	2.1% ▼
Larceny/Theft	46	53	182	205	1951	1852	15.2% ▲	12.6% ▲	5.1% ▼
Motor Vehicle Theft	30	10	135	45	1396	616	66.7% ▼	66.7% ▼	55.9% ▼
Robbery	5	0	17	1	125	82	100.0% ▼	94.1% ▼	34.4% ▼
Stolen Property	1	2	17	4	119	83	100.0% ▲	76.5% ▼	30.3% ▼
Society	2	4	15	18	113	170	100.0% ▲	20.0% ▲	50.4% ▲
Drug/Narcotic	2	3	6	10	41	103	50.0% ▲	66.7% ▲	151.2% ▲
Pornography/Obscene Material	0	0	0	0	4	4	0.0%	0.0%	0.0%
Prostitution	0	0	0	0	1	0	0.0%	0.0%	100.0% ▼
Weapon Law Violations	0	1	9	8	67	63	NC	11.1% ▼	6.0% ▼
Sector Totals	157	113	641	511	6273	5063	28.0% ▼	20.3% ▼	19.3% ▼

NC = Noncalculable

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 92.3% (12/13) of the Assaults were coded Simple Assault.
- There were 14 DV-related offenses.
- 64.3% (9/14) of the DV-related offenses were Persons.
- 61.5% (8/13) of the Assaults were DV-related.
- DV-related Offenses: 12 ↗ 14
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 19 ↗ 23

Top 5 Locations - Compared to last year

- 4502 S Steele St: 12 ↗ 21
- 3121 S 38th St: 1 ↗ 5
- 3120 S Pine St: 0 ↗ 4
- 3701 S Pine St: 4 ↔ 4
- 2201 South Tacoma Way: 1 ↗ 3
- 3939 S Orchard St: 0 ↗ 3
- 4801 Tacoma Mall Blvd: 0 ↗ 3
- 1729 S 82nd St: 0 ↗ 3

Top 5 Offense Locations - Compared to last year

- Parking Lot: 46 ↘ 34
- Restaurant/Fast Food Establishment: 3 ↗ 11
- Single Family Residence: 15 ↘ 9
- Department Store: 5 ↗ 9
- Other Business: 17 ↘ 7



Sector 4 Weekly Briefing for 21 October 2024 to 27 October 2024

The data is not National Incident Based Reporting System (NIBRS) compliant. Do not compare the results with any report using that standard. The data is dynamic and is subject to change and/or revision. The number of distinct offenses listed on a report are counted. This does not represent reports or individuals. All data is compared to last year for the same number of days or date range. Small numbers may cause large percent increases and decreases. Beginning 1 October 2022, there was a change in how TPD reports certain Aggravated Assaults and Destruction offenses.

Offense Breakdown	7 Days		28 Days		Year to Date		7 Days	28 Days	YTD
	21-Oct-2023	21-Oct-2024	30-Sep-2023	30-Sep-2024	01-Jan-2023	01-Jan-2024			
	27-Oct-2023	27-Oct-2024	27-Oct-2023	27-Oct-2024	27-Oct-2023	27-Oct-2024			
Persons	31	23	115	100	1151	978	25.8% ▼	13.0% ▼	15.0% ▼
Assault	30	22	111	95	1064	904	26.7% ▼	14.4% ▼	15.0% ▼
Homicide (doesn't include Negligent/Justifiable)	0	0	0	1	5	9	0.0%	NC	80.0% ▲
Kidnapping/Abduction	0	0	0	3	25	20	0.0%	NC	20.0% ▼
Sex Offenses, Forcible	1	1	4	1	57	45	0.0%	75.0% ▼	21.1% ▼
Property	112	74	429	305	4769	3415	33.9% ▼	28.9% ▼	28.4% ▼
Arson	0	0	1	1	25	17	0.0%	0.0%	32.0% ▼
Burglary/Breaking and Entering	8	9	27	37	340	310	12.5% ▲	37.0% ▲	8.8% ▼
Counterfeiting/Forgery	0	0	0	0	5	13	0.0%	0.0%	160.0% ▲
Destruction/Damage/Vandalism of Property	30	15	107	75	1113	801	50.0% ▼	29.9% ▼	28.0% ▼
Fraud	4	2	15	14	132	122	50.0% ▼	6.7% ▼	7.6% ▼
Larceny/Theft	28	31	144	114	1525	1291	10.7% ▲	20.8% ▼	15.3% ▼
Motor Vehicle Theft	32	13	104	48	1290	641	59.4% ▼	53.8% ▼	50.3% ▼
Robbery	5	2	14	7	165	105	60.0% ▼	50.0% ▼	36.4% ▼
Stolen Property	5	1	16	6	154	99	80.0% ▼	62.5% ▼	35.7% ▼
Society	10	6	22	22	132	206	40.0% ▼	0.0%	56.1% ▲
Drug/Narcotic	7	5	14	14	38	117	28.6% ▼	0.0%	207.9% ▲
Pornography/Obscene Material	0	0	1	0	4	3	0.0%	100.0% ▼	25.0% ▼
Prostitution	0	0	0	0	0	3	0.0%	0.0%	NC
Weapon Law Violations	3	1	7	8	90	83	66.7% ▼	14.3% ▲	7.8% ▼
Sector Totals	153	103	566	427	6052	4599	32.7% ▼	24.6% ▼	24.0% ▼

NC = Noncalculable

Last 7 Days

Notes:

- There were no Homicide offense(s) during the last 7 days.
- 72.7% (16/22) of the Assaults were coded Simple Assault.
- There were 14 DV-related offenses.
- 85.7% (12/14) of the DV-related offenses were Persons.
- 54.5% (12/22) of the Assaults were DV-related.
- DV-related Offenses: 21 ↘ 14
- There were no Gang-Related offense(s) during the last 7 days.
- Theft from Motor Vehicle: 10 ↘ 5

Top 5 Locations - Compared to last year

- 1302 S 38th St: 4 ↔ 4
- 7041 Pacific Ave: 0 ↗ 4
- 7250 Pacific Ave: 2 ↗ 4
- 5605 Pacific Ave: 0 ↗ 3
- S 72nd St & Pacific Ave: 0 ↗ 2
- 2106 E 44th St: 0 ↗ 2
- 3828 Yakima Ave: 0 ↗ 2
- There were 7 additional locations with 2.

Top 5 Offense Locations - Compared to last year

- Single Family Residence: 29 ↘ 22
- Parking Lot: 29 ↘ 20
- Street/Right Of Way: 36 ↘ 13
- Apartment: 11 ↘ 10
- Other Business: 4 ↗ 5



**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST**

TO: Mayor & City Council
FROM: Council Member Kristina Walker and Policy Analyst Christina Caan
COPIES TO: Elizabeth Pauli, City Manager; Chris Bacha, City Attorney
SUBJECT: **Request for an ordinance to amend Title 1 of the Municipal Code to include a Climate and Sustainability Commission**
DATE: October 30, 2024

I ask for your support for an ordinance to amend Title 1 of the Municipal Code to include a Climate and Sustainability Commission.

LEGISLATIVE INTENT

Ordinance request: I ask for your support for an ordinance to amend Title 1 of the Municipal Code to include a Climate and Sustainability Commission. The intent of this ordinance is to enshrine the existing Sustainable Tacoma Commission (STC), which was created by resolution only, in the Municipal Code with some minor updates.¹ This ordinance is a result of the City's 2024 Charter review process, discussions with the STC, and resolution 41497, which directed the Infrastructure, Planning, and Sustainability (IPS) Committee to evaluate potential changes to the STC.²

- The IPS Committee discussed this ordinance request on August 28, 2024, and expressed unanimous support for advancing an ordinance to the full City Council for consideration. The IPS Committee also expressed support for addressing climate and environmental sustainability issues.
- This ordinance aligns with the City Council's declaration of a climate emergency in 2019 and understanding that climate change is an existential threat to human society.³ The City Council has also expressed robust support for actions that help address climate issues, including adopting a resolution in 2021 to strengthen the City's commitment to decarbonization.⁴

Background: The City Council created a fifteen member Charter Review Commission (CRC) in 2023 to review the existing Charter of the City of Tacoma and make recommendations for amendments that would improve the City's work. The CRC launched their meetings in January 2024 and provided opportunities for public comment during their discussions. In May, the CRC published their final report and presented their recommendations to the City Council.⁵

¹ [Resolution37631-OEPS.pdf \(cityoftacoma.org\)](#)

² [City of Tacoma - File #: RES41497 \(legistar.com\)](#)

³ [City of Tacoma - File #: RES40509 \(legistar.com\)](#)

⁴ https://cms.cityoftacoma.org/enviro/Sustain/Resolution-No-40776_Decarbonization.pdf

⁵ [Charter Review Committee Report \(cityoftacoma.org\)](#)

- The CRC’s recommended Charter amendments included one aimed at bolstering the City’s commitments to sustainability and climate goals by adding a Climate Accountability and Sustainability Commission to the Charter. The City Council voted in July not to move this amendment forward to the November ballot and instead redirected it to IPS for further study and review via resolution 41497.⁶ The City Council expressed agreement in resolution 41497 with the CRC’s view that “the city needs to effectively track and hold accountable its commitments to sustainability and climate goals.”⁷

DESIRED ORDINANCE DATE: November 19, 2024

COMMUNITY ENGAGEMENT

Extensive public engagement took place regarding the proposed Charter amendments. The CRC met between January and May, and they held two extended public comment meetings with opportunities to provide input in English, Spanish, Vietnamese, and Khmer. On May 6, the CRC presented its final report to the City Council. The City Council reviewed the proposal from the CRC and held a public hearing on July 2, where many community members expressed support for a Climate and Sustainability Commission. Council Member Kristina Walker and City staff have engaged with the STC and received their feedback on the proposal. The STC has expressed support for moving the Commission into the Municipal Code, and the overwhelming majority of its members requested the name “Climate and Sustainability Commission” due to its broad terms and straightforward acronym.

2025 STRATEGIC PRIORITIES

Equity and Accessibility: Climate and sustainability concerns are felt across Tacoma, as our entire region faces unprecedented heat, extreme downpours, wildfire smoke, and other impacts from climate change. However, climate issues are having disparate impacts on the health and well-being of Tacoma’s historically underserved communities. The Climate and Sustainability Commission would work in alignment with the Office of Environmental Policy and Sustainability to help bring community accountability, transparency, and vigilance to the long-term implementation of Tacoma’s Climate Action Plan and sustainability initiatives.

Civic Engagement: *Equity Index Score: Moderate Opportunity*
 Increase the percentage of residents who believe they are able to have a positive impact on the community and express trust in the public institutions in Tacoma.

Livability: *Equity Index Score: Moderate Opportunity*
 How does your policy, program, or service help or harm the health of the natural environment?² (e.g. reduction in carbon emissions, open space conditions, sustainability, clean air, water and soil, and noise and light pollution).

ALTERNATIVES

Alternative	Positive Impacts	Negative Impacts
Make no changes to the Sustainable Tacoma Commission	No action required.	The Commission will not be part of the Tacoma Municipal Code.

⁶ [City of Tacoma - File #: RES41497 \(legistar.com\)](https://legistar.com/View/00000000-0000-0000-0000-000000000000)

⁷ [City of Tacoma - File #: RES41497 \(legistar.com\)](https://legistar.com/View/00000000-0000-0000-0000-000000000000)

Make changes to the Sustainable Tacoma Commission by resolution only	Any changes can be created by resolution.	Changes will not be included in the Tacoma Municipal Code.
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EVALUATIONS AND FOLLOW UP

The Commission will continue to report to the IPS Committee and the full City Council as appropriate.

SPONSOR RECOMMENDATION

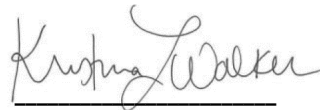
Sponsors recommend advancing this ordinance.

FISCAL IMPACT

There is no fiscal impact from advancing this ordinance beyond staff time.

If you have a question related to the Council contingency fund request, please contact Christina Caan, Policy Analyst, at (253) 219-0679 (phone) or ccaan@cityoftacoma.org.


SUBMITTED FOR COUNCIL CONSIDERATION BY:



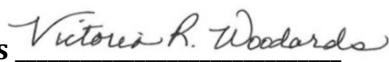
Council Member Kristina Walker

SUPPORTING COUNCIL MEMBERS SIGNATURES

1.  POS# 7

2.  POS# 1

3.  POS# 4

Mayor's initials 

Attachement:

Exhibit A: Draft ordinance



ORDINANCE NO.

EXHIBIT "A"

CHAPTER XXX

CLIMATE AND SUSTAINABILITY COMMISSION

1
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4 Sections:

5 Short title.

6 Climate and Sustainability Commission—Declaration of purpose.

7 Creation of a Climate and Sustainability Commission.

8 Composition of the Climate and Sustainability Commission.

9 Terms of Climate and Sustainability Commissioners.

10 Members shall serve without compensation.

11 Rules and officers.

12 Powers and duties of the Commission.

13 Meetings and procedures.

14 Short Title.

15 This chapter may be referenced as "Climate and Sustainability Commission Code."

16 Climate and Sustainability Commission—Declaration of purpose.

17 The purpose of this legislation is to:

18 A. Establish the Climate and Sustainability Commission (also referred to in this chapter as
19 "Commission") and to provide the administrative process by which this Commission will serve; and

20 B. Recognize the importance of climate and sustainability issues in the City of Tacoma.

21 Creation of a Climate and Sustainability Commission.

22 In order to fulfill the purposes of this chapter, a Climate and Sustainability Commission, consisting of 13
23 members, is hereby established. The members of the Commission shall be appointed by the City Council
24 in accordance with the City Charter and Rules of Procedure of the City Council.

25 Composition of the Climate and Sustainability Commission.

26 All members of the Commission shall have a demonstrated interest and familiarity with basic climate and
27 sustainability issues, either through professional practice, education, or volunteer work, and shall be
28 residents within the boundaries of the City.

29 The Climate and Sustainability Commission shall consist of 13 members as follows:

30 A. District Positions: At least one member of the Commission shall reside in District 1. At least one
31 member of the Commission shall reside in District 2. At least one member of the Commission shall reside
32 in District 3. At least one member of the Commission shall reside in District 4. At least one member of
33 the Commission shall reside in District 5.

34 B. Temporary vacancies shall not render actions by the Commission invalid.

35 C. The provisions of this chapter shall be enforced as vacancies occur following the adoption of this
36 legislation.

37 Terms of Commissioners.

38 Terms of the Commissioners of the Climate and Sustainability Commission shall be three years.

39 A. Terms of Commissioners shall begin on January 1 and end on December 31.

40 B. To promote both stability within the Commission and to encourage rotation of the membership, the
41 City Council sets a guideline of two full terms per member but, at its discretion, may reappoint members
42 to serve more than two terms.



C. In the event that a position is vacated before the expiration of the term, the City Council may appoint a successor to serve the remainder of the unexpired term.

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Members shall serve without compensation.

Members of the Climate and Sustainability Commission shall serve without compensation.

Rules and officers.

A. The Commission shall elect annually from its members a Chair, Vice-Chair, or Co-Chairs (Officers). The term of office shall be for one (1) year or until the next group of Officers assume their duties. In case of any vacancy in office, the vacancy shall be filled by an election at the first regular meeting after the occurrence of such vacancy.

B. Any Commissioner who fails to attend three consecutive meetings of the Commission without being excused may be deemed to have forfeited his or her office. The Commission shall take the necessary action to enforce this provision by causing such absence and the resulting forfeiture of office to be recorded in its official minutes, which minutes shall be transmitted to the Mayor for the purpose of nominating a successor to fill the unexpired term.

C. Members shall abide by the City’s Code of Ethics as provided in TMC 1.46.

Powers and duties of the Commission.

The primary duty of the Climate and Sustainability Commission is to bring community accountability, transparency, and vigilance to the long-term implementation of Tacoma’s Climate Action Plan and sustainability initiatives. In carrying out these responsibilities, the Climate and Sustainability Commission shall engage in the following:

A. Develop an annual work plan identifying Commission goals and implementation plans, including discussion of timelines and responsibilities. Items requiring sustainability staff support will be identified and prioritized. Discuss and evaluate work plan progress as needed.

B. Provide policy, program, and budget recommendations both written and verbal to City Council and City staff, through or in coordination with Infrastructure, Planning, and Sustainability Committee, and other relevant Committees and Commissions.

C. Request updates from staff on implementation and results of City sustainability policies and programs. Communicate barriers to and benefits for implementation to City Council, through or in coordination with Infrastructure, Planning, and Sustainability Committee, and other relevant Committees and Commissions.

D. Provide annual climate action progress reports to the public.

E. Coordinate, communicate, and encourage public involvement in sustainability initiatives.

F. Serve as a forum for regular public comment and community involvement.

Meetings and procedures.

A. The Commission shall establish a regular time and place for meetings and shall meet a minimum of 12 times per calendar year, or additionally, as necessary, to conduct Commission business. Special meetings may be called by the Chair or by any three members of the Commission upon personal notice being given to all members or written notice being mailed to each member at least 24 hours prior to the date set for such meeting, unless such notice requirement is waived in writing.

B. A simple majority of appointed filled positions shall constitute a quorum.

C. All Commission meetings shall be conducted in compliance with Chapter 42.30 RCW, Open Public Meetings Act, to provide for adequate public participation, and the Commission shall adopt standards in its rules to guide this action.

D. The Commission’s chairperson shall submit an annual report to the City Council, sending a copy thereof to the City Clerk.



**CITY OF TACOMA, WASHINGTON
OFFICE OF THE CITY COUNCIL
COUNCIL CONSIDERATION REQUEST**

TO: Mayor & City Council
FROM: Council Member Kiara Daniels and Policy Analyst Christina Caan
COPIES TO: Elizabeth Pauli, City Manager; Chris Bacha, City Attorney
SUBJECT: **Resolution to direct the City Manager to create a Business Safety and Resilience Program to launch by July 1, 2025, followed by an ordinance establishing a new section in Title 1 of the Municipal Code for this program**
DATE: October 30, 2024

I ask for your support for a resolution directing the City Manager to create a Business Safety and Resilience Program to launch by July 1, 2025, followed by an ordinance establishing a new section in Title 1 of the Municipal Code for this program.

LEGISLATIVE INTENT

Resolution Request: I ask for your support for a resolution directing the City Manager to create a Business Safety and Resilience Program to launch by July 1, 2025. This program and its administrative costs would be funded by up to 1.5% of the City's revenue from business license fees in 2025 and up to 3% of the City's revenue from business license fees in 2026. In addition, the resolution would direct the City Manager to develop an ordinance creating a new section in Title 1 of the Municipal Code establishing that the Business Safety and Resilience Program and its administrative costs would be funded each year by up to 6% of the revenue generated by the City's business license fees starting in 2027.

The Business Safety and Resilience Program would aim to provide consistent financial and technical assistance to local businesses to assist in reenergizing and strengthening neighborhoods and business districts in ways that help spur and sustain a thriving local economy. Such a program would seek to activate safe and welcoming spaces for businesses, along with creating physical, social, and cultural improvements that foster economic development. Examples of the types of projects that could fall under the Business Safety and Resilience Program may include efforts to enhance physical infrastructure, mitigate threats from climate change, cleanup litter and graffiti, address façade improvements and building preservation, and improve the pedestrian environment. The projects may be preventative or geared toward emergency response.

- When applicable, the Business Safety and Resilience Program would work with the Chamber of Commerce and community partners, such as the local business districts or groups, the Asia Pacific Cultural Center, Korean Women's Association, The Black Collective, Tacoma Urban League, and Mi Centro. The parameters of financial assistance for the Business Safety and Resilience Program must meet the constitutional requirements for the use of public funds.

- The Business Safety and Resilience Program would be available to all businesses in Tacoma, regardless of size, to ensure that our city maintains a diverse business ecosystem and continues to attract a broad swath of types of employers.
- Supporting business safety and resilience would help advance the City’s Economic Development Strategy by revitalizing neighborhoods and business districts, activating underutilized locations, helping to retain businesses, and enabling our community members to connect with a diverse range of quality jobs.¹ In addition, actions that help business mitigate climate threats are in alignment with our Climate Action Plan.² The Business Safety and Resilience Program would also align with the One Tacoma Comprehensive Plan, which commits to creating complete neighborhoods that have safe and convenient access to the goods and services needed in daily life.³

DESIRED RESOLUTION DATE: November 19, 2024

COMMUNITY ENGAGEMENT

To better understand current local business needs, the City collaborated with the Tacoma-Pierce County Chamber of Commerce and EMC Research on an Economic Development Business Climate Survey in Tacoma.⁴ The survey aimed to collect comprehensive data to help ensure that the City’s economic development work is focused on addressing the needs of local businesses.

- The survey results showed that local businesses are facing challenges managing crime and public safety issues. In addition, the survey showed that nearly 80 percent of local businesses want greater access to City grants and loans for support.
- The survey included interviews with more than 170 businesses with a physical location in Tacoma. The survey was also offered in English, Spanish, Vietnamese and Korean to ensure accessibility.

2025 STRATEGIC PRIORITIES

Equity and Accessibility: Creating a Business Safety and Resilience Program would help ensure that Tacoma offers consistent opportunity and advancement for local businesses in need. By helping to activate and enhance safety in neighborhoods and business districts, as well as remove barriers to economic opportunity and foster business resilience, Tacoma can build a robust economy that helps enable wealth creation for all.

Civic Engagement: *Equity Index Score: Moderate Opportunity*
Increase the percentage of residents who believe they are able to have a positive impact on the community and express trust in the public institutions in Tacoma.

Economy/Workforce: *Equity Index Score: Moderate Opportunity*
Increase the number of infrastructure projects and improvements that support existing and new business developments.

¹ [CoT Economic Development Strategic Plan 2020-2025.pdf \(cityoftacoma.org\)](#)

² [2030 Climate Action Plan - City of Tacoma](#)

³ [One Tacoma: Comprehensive Plan - City of Tacoma](#)

⁴ [Tacoma Business Climate Survey - TACOMA-PIERCE COUNTY CHAMBER \(tacomachamber.org\)](#)

ALTERNATIVES

Alternative	Positive Impacts	Negative Impacts
Allocate additional funding for the Business Safety and Resilience Program.	A greater number of businesses could receive assistance.	The Council would need to further reduce General Fund spending for other Council priorities.
Do not allocate funding for the Business Safety and Resilience Program.	The Council would preserve flexibility on how to spend revenue from business license fees.	Business needs may go unmet, potentially contributing to future business closures.

EVALUATIONS AND FOLLOW UP

City staff would report to the Economic and Development Committee on the development of the Business Safety and Resilience Program and the corresponding ordinance before July 1, 2025.

SPONSOR RECOMMENDATION

Sponsors recommend Council advance the resolution.

FISCAL IMPACT

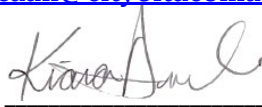
We do not have exact data on the amount of revenue business license fees will generate in the future, as the number of business licenses provided by the City each year can fluctuate. However, we have recent data and projections that we can use to estimate the fiscal impact. Specifically, business license fees generated \$13 million in 2023 and were budgeted to generate \$16.9 million in 2024, \$15.8 million in 2025, and \$15.5 million in 2026. The average amount of these four years is \$15.3 million.

- Based on an average amount of \$15.3 million, the estimated fiscal impact for 2025 is up to \$229,500 and, for 2026, it is up to \$459,000. This data also allows for a general estimate that increasing up to 6% of the business license fees for the 2027-2028 biennium budget would have a fiscal impact of about \$2 million per biennium. In addition, staff time would be required to create and administer the program.

The balanced 2025-2026 Proposed Budget includes the use of these revenues to support Proposed General Fund Expenses. Therefore, the impact of the dedication of revenues in 2025 and beyond will mean a reduction in expenses in the General Fund (including services such as public safety, public works, libraries, etc.). In order to balance the budget through ongoing reductions, staff will work to identify ongoing service reductions that take into consideration the full ongoing impact of the proposals (which is projected to be \$1 million per year by 2027). The expense and service reductions to offset this resolution will be developed as part of the amendment process for the 2025-2026 Budget. Council will consider amendments as part of the first reading of the Budget on November 19.

If you have a question related to the Council Consideration Request, please contact Christina Caan, Policy Analyst, at (253) 219-0679 (phone) or ccaan@cityoftacoma.org.

SUBMITTED FOR COUNCIL CONSIDERATION BY:


Council Member Kiara Daniels

SUPPORTING COUNCIL MEMBERS SIGNATURES

A handwritten signature in cursive script, appearing to be "Jai S".

1. _____ POS# 3

Mayor's initials Victoria R. Woodards

Date	Meeting	Subject	Department	Background
November 5, 2024	City Council Study Session (hybrid Council Chambers /dial-in 12:00 pm)	Streets Initiative II	Public Works - Ramiro Chavez & Joseph Franco	The Public Works Department will provide an information briefing on the next Streets Initiative funding package, timeline, and scope of work.
		Tacoma Municipal Code Title 1- Proposed Adjustments to Collection of Debts, Settlement of Claims and Filing of Claims	City Attorney's Office & Department of Finance	The City Attorney's Office in collaboration with the Department of Finance are recommending amendments be made to TMC Ch. 1.06 (Personnel and Administration) to update and consolidate code provisions related to collection of debts owed to the City, settlement of claims, and filing of claims. The purpose of this presentation and discussion would be to provide an overview of the proposed changes and discuss with the council the proposed adjustments to settlement authority reserved to the City Manager, Tacoma Public Utilities Director, City Attorney and Finance Director. Reserved settlement authority is capped at \$30,000 and the proposed amendments would increase this amount.
		Executive Session - Potential and Pending Litigation		
November 8, 2024	Special Study Session - Location TBD	Post-Election Budget Development Update	Office of Management and Budget - Katie Johnston	
		Executive Session - Review the Performance of a Public Employee	Mayor and Council Members, Human Resources - Shelby Fritz	
November 12, 2024	City Council Study Session - Cancelled			
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
November 19, 2024	Joint City Council / TPU Study Session (hybrid Council Chambers / dial-in 12:00pm)	Post Issuance Compliance Training	Finance Michael San Soucie & Pacifica Law Group - Stacey Crawshaw - Lewis Deanne Gregory -	Staff from the Finance Department and Pacifica Law Group will provide the Post Issuance Compliance Training presented by bond counsel. This training is required on an annual basis for both City Council and TPU Board in relation to bond issuances
		2025 State Legislative Update	City Manager's Office Sonja Hallum & Alex McBain	
		Closed Session - Labor Strategy		
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)	Budget Second Public Hearing		
November 26, 2024	Cancelled			
December 3, 2024	City Council Study Session (hybrid Council Chambers /dial-in 12:00 pm)	Pierce Transit Destination 2045 Long Range Plan (this item may be moved to December 17)	Pierce Transit - Lauren Adler	
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)	Budget Final Reading		
December 10, 2024	Study Session (hybrid Council Chambers /dial-in 12:00 pm)	Homeless Strategy Update		
	City Council Meeting (hybrid Council Chambers /dial-in 5:00 PM)			
December 17, 2024	Study Session (hybrid Council Chambers /dial-in 12:00 pm)	Alternative Response	TFP, TPD, NCS	Quarterly update on the status of the three Alternative Response projects being led by Fire, Police, and Neighborhood and Community Services: Behavioral Health Response Team, Community Safety Officers, Homelessness Outreach expansion
	City Council Meeting (hybrid Council Chambers /dial-in, 5:00 PM)			
December 24, 2024	Cancelled			
December 31, 2024	Cancelled			

Community Vitality and Safety

Committee Members: Rumbaugh (Chair), Walker (Vice-Chair), Scott, Sadalge Alternate - Diaz		2nd and 4th Thursdays 4:30pm TMB 248	CBC Assignments: Community's Police Advisory Committee • Human Services Commission • Human Rights Commission • Housing Authority • Commission on Disabilities • Library Board • Tacoma Community Redevelopment Authority • Commission on Immigrant and Refugee Affairs
Executive Liaison: Allyson Griffith; Coordinator: D'Angelo Baker			
	Topic	Presenter	Description
November 14, 2024	Cancelled		
November 28, 2024	Cancelled		
December 12, 2024	Final Recommendations for TMC 1.45 revisions for Committee Review	Keegan Buckley, Neighborhood & Community Services	
	Participatory Budgeting Update	Office of Management & Budget (OMB)	
December 26, 2024	Cancelled		

Economic Development Committee (EDC)

Committee Members: (Chair) Daniels, (Vice-Chair) Diaz, Bushnell, Scott Alternate: Rumbaugh Executive Liaison: Pat Beard Coordinator: Anna Le		2nd, 4th, and 5th Tuesdays 10:00 a.m. Hybrid: In-Person & Virtual meeting	CBC Assignments: • City Events and Recognition Committee • Equity in Contracting Advisory Committee • Greater Tacoma Regional Convention Center Public Facilities District • Tacoma Arts Commission • Tacoma Creates Advisory Board
	Topic	Presenters	Description
November 12, 2024	Canceled	--	--
November 21, 2024 Special Meeting	Tacoma Arts Commission Interviews	Nicole Emery, City Clerk	The Committee will conduct interviews to fill four vacancies on the Commission.
December 10, 2024	Economic Development Strategic Plan Work Session	Pat Beard, Interim Director; Carol Wolfe, Business Services Division Manager, Community and Economic Development	The third strategic plan work session will focus on objective 4 of the Economic Development Strategic Plan: Build Increasingly Vibrant Neighborhoods.
December 24, 2024	Canceled	--	--
December 31, 2024	Canceled	--	--

Government Performance and Finance Committee

Committee Members: Hines (Chair), Bushnell (Vice Chair), Rumbaugh, and Daniels Alternate - Walker			
Executive Liaison: Andy Cherullo; Coordinator: D'Angelo Baker		1st and 3rd Tuesdays 10 a.m. Room 248	CBC Assignments: •Public Utility Board •Board of Ethics •Audit Advisory Board •Civil Service Board
	Topic	Presenter	Description
November 5, 2024	MFTE Update	Debbie Bingham	DM Hines requested update.
	Board of Ethics Interviews	Nicole Emery, City Clerk	The committee will perform interviews of candidates for a position (1 vacancy) on the Board of Ethics.
	Audit Advisory Board Interviews	Nicole Emery, City Clerk	The committee will perform interviews of candidates for the community representative position (1 vacancy) on the Audit Advisory Board
	ES/Solid Waste Management Division Special Permits Recycling Incentive TMC Changes	Lewis Griffith, Division Manager, Environmental Services; Danielle Larson, Tax & License Division Manager	Staff from Environmental Services and Tax & License will present on TMC changes necessary for the new program for special permits related to recycling.
	Port of Tacoma Telecommunications Franchise Agreement	Jeff Leuders	
November 19, 2024	Audit Advisory Board Quarterly Meeting	Staff from the State Auditor's Office (SAO)	Staff from the State Auditor's Office will hold an exit conference on the City's 2023 Financials.
	Cybersecurity Update	Daniel Key, IT Director; Paul Federghi, IT Assistant Director-Chief Security Officer	Staff from IT will provide a briefing on the City's cybersecurity efforts.
	Commercial Call-to-Haul Fees	Lewis Griffin, Diviosn Manager, Enmvoronmental Services; Hayley Falk, BusinessServices Manager, Envimomental Services	Staff from Environmental Services will be providing an informational briefing on updating Commercial Call-to-Haul rates.
	Charter Review - Citizen Referendum	City Attorney's Office	Staff from the City Attorney's Office will provide background on the legal requirements related to Citizen Referendums.
	Charter Review - Fiscal Notes	Office of Management & Budget (OMB)	Staff from OMB will present on the drafting of Fiscal Notes.
December 3, 2024			
	Charter Review - Ranked Choice Voting	Pierce County Auditor's Office	Staff from the Pierce County Auditor's Office will present background information on ranked choice voting.
	Charter Review - Campaign Finance	City Attorney's Office	Staff from the City Attorney's Office will provide background on the legal requirements related to Campaign Finance.
December 17, 2024	Short-Term Rental Update	Danielle Larson, Tax & License Manager, Finance; Shirley Schultz Division Manager, Planning & Development Services (PDS)	Staff from Tax & License and PDS will provide an update on the short term rental market.
	Charter Review - TPU Board Stipends	City Attorney's Office	Staff from the City Attorney's Office will provide background on the legal requirements related to laws regulating stipends for public committees, boards and commissions.

Infrastructure, Planning, and Sustainability Committee (IPS)

Committee Members: Walker (Chair), Diaz (Vice Chair), Sadalge, and Hines Alternate: Bushnell Executive Liaison: Ramiro Chavez Coordinator: Anna Le		2nd and 4th Wednesdays 4:30pm Hybrid: In-Person & Virtual Meeting	CBC Assignments: • Board of Building Appeals • Landmarks Preservation Commission • Planning Commission • Sustainable Tacoma Commission • Transportation Commission • Urban Design Board
	Topic	Presenters	Description
October 30, 2024 Special Meeting	Urban Design Board interviews	Nicole Emery, City Clerk	The Committee will conduct interviews to appoint members to the inaugural Urban Design Board.
November 13, 2024	Canceled	Canceled	Canceled
November 20, 2024 Special Meeting	Landmarks Preservation Commission Interviews	Nicole Emery, City Clerk	The Committee will conduct interviews to fill three vacancies on the Landmarks Preservation Commission.
	Planning Commission Annual Report and Work Program	Brian Boudet, Division Manager, Planning and Development Services	Staff from Planning and Development Services will deliver an update on the Planning Commission Work Program and the Annual Report.
	South Tacoma Groundwater Protection District Code Update	Stephen Atkinson, Principal Planner, Planning and Development Services; Glen George, Principal Civil Engineer, Tacoma Water; Dana Deleon, Assistant Division Manager, Environmental Services; Jeff Hansen, Principal Engineer, HDR, Inc.	A progress report on the South Tacoma Groundwater Protection District code review and update, including: Summary of recent engagement activities; preliminary recommendations for code amendments, and; next steps and schedule for the code development process.
November 27, 2024	Canceled	--	--
December 11, 2024	Vision Zero Annual Report	Grayson Reim, Vision Zero Coordinator; Carrie Wilhelme, Principal Transportation Planner, Public Works	Public Works staff will present an update of the City's Vision Zero Program. The presentation will provide an overview of crash trends and progress on the implementation of the 2022 Vision Zero Action Plan.
December 25, 2024	Canceled	--	--